



**RECRUITMENT OF B.SC. (NURSING)  
GRADUATES FOR THE  
ORIENTATION AND COORDINATION  
COURSE IN NURSING- 2019/2020**

APPLICATIONS are called from eligible Sri Lankan citizens who have obtained the B.Sc. in Nursing from an institute or university recognized by the University Grants Commission to recruit to the Orientation and Coordination course in nursing of the Ministry of Health.

01. From the applicants, 25% of the annual training requirement will be selected based on a priority list prepared according to the effective date of the degree and GPA and considering the existing vacancies.

02. *Educational Qualifications relevant to the Post.*— Should have completed B.Sc. in Nursing from a Sri Lankan

or Foreign Institute/University recognized by the University Grants Commission.

03. *Physical Fitness and Other Qualifications :*

- (a) Each candidate should be physically fit to serve in any part of the Island.
- (b) Should be physically fit to discharge duties in the post.
- (c) Should be a Sri Lankan citizen.
- (d) Should be excellent in character.
- (e) Both males and females can apply.
- (f) Should be not less than 18 years and not more than 35 years of age as at 29.01.2021
- (g) The effective date of the degree should be a date prior to 29.01.2021

04. *Method of Apply :*

- (a) The application should be prepared in accordance with the specimen form appended to this. Papers in the size of A4 should be used for this. Details from 1 to 12 should appear on the first page and details from 13 to 15 should appear on the second page and 16 should appear on the third page.
- (b) Copies of Degree certificate and the certificate which includes the GPA, certified by himself / herself should be attached to the application.
- (c) Receipt obtained by paying the amount of Rs 500/- to the credit of the account of the Director General of Health Services - Collection of Examination Fees No 7041318 of the Bank of Ceylon Thaprobane branch should be affixed in the cage given in the application. This fee is neither refunded nor allowed to transfer to another examination for any reason.
- (d) Signature of the applicant should be attested by an officer in the Sri Lanka Administrative Service /an officer in the Sri Lanka Educational Administrative Service /a Principal of a Government school / a Justice of the Peace/ an Attorney at - Law/ or an officer who holds a permanent and pensionable post in the Public Service and obtains a consolidated salary not less than Rs. 240,360/- per annum.

- (e) On the top left hand corner of the envelop in which the application is enclosed, it should be mentioned the words “Recruitment of B.Sc. (Nursing) Graduates for Orientation and Co-ordination Course in Nursing -2019/2020” and the relevant degree and the academic year. The applications should be sent by registered post to reach the Director (Admin) 01, Ministry of Health, “Suwasiripaya”, 385, Rev. Baddegama Wimalawansa Thero Mawatha, Colombo 10, on or before 29.01.2021

**Note:** Candidate should have satisfied qualifications given under above (2) and (3) and all other qualifications by 29.01.2021 in all respects.

05. Applications of the employees of public or semi-government institutions should be sent through the respective Head of Department. And you should also note that this is an external recruitment and you cannot be reverted to the current post if you are able or not able to complete the relevant course successfully.

06. Applications which are not in compliance with the terms of the general circular, in complete, not in compliance with the specimen form of application, not completed the basic qualifications and in which no bank receipt is affixed and not registered on or before 29.01.2021 will be rejected without any notice and receipt of applications is not acknowledged.

07. From the applicants who have fulfilled above qualifications, applicants selected based on a priority list prepared considering the effective date of the degree and the GPA are only called for the interview. A general interview will be conducted by an interview board appointed by the Secretary to the Ministry of Health, and the interview board will check the qualifications mentioned in the Nursing Service Minute and this *Gazette* notification and the physical fitness.

**Note :**

- (a) The number of the recruitments to the training and the number of applicants called for interview will be decided by the Secretary of the Ministry of Health on the exigency of service.
- (b) No section contained herein shall be deemed to imply or be construed to mean that all those who attended the interview are recruited to the training.

- (c) Particulars of the applicants who are qualified, disqualified at the interview and those who are not selected are published on the web site [www.health.gov.lk](http://www.health.gov.lk) and no one will be informed in person.

08. Applicants should submit at the interview the originals of the following documents and the copies certified by himself/herself.

- (a) Birth certificate, obtained from the Additional District Registrar within three months from the date of being collect for the interview.
- (b) Originals of the degree certificate and the certificate which indicates the GPA with copies certified by himself/herself.
- (c) National Identity Card or Valid Passport or Driving License with copies certified by himself/herself.

09. Procedure of training :

Course	Duration of the course	Medium
Orientation and coordination course in nursing	06 Months	English

- (a) Selected applicants are attached to the relevant training schools to follow the orientation and coordination course. The course should be followed in the medium of English.
- (b) Trainees admitted to the training schools shall be subject to the rules and regulations of the training schools and any other order imposed by the Ministry of Health from time to time.
- (c) Training of those who do not complete the training successfully at the end of the training period, whose work and conduct are not satisfactory or who fail to adhere to terms and conditions of the training school may be terminated at any time without compensation.
- (d) During the period of training, the monthly allowance paid to the student nurses in the third year is paid subject to the provisions given in Public Administrative circular 03/2016.
- (e) At the time he/she is admitted to the training, he/ she should enter in to an agreement and a surety bond with the Director General of Health Services that he/ she will complete the training successfully, not abandon the training course and serve in the post concerned

in the hospital of relevant provincial council or the Line Ministry to which he/she is appointed or in Department of Health for at least a period of 5 years if an appointment is granted at the completion of the said training. The agreement and the surety bond should be submitted to the ETR branch on the same day of registration. If he/she resigns from the training or leaves the training during the training period or his/her training has to be terminated in terms of above (c) or fails to serve in the post concerned in the hospital of relevant Provincial Council or the Line Ministry to which he/she is appointed or in Department of Health for a period of 5 years after the appointment he/she should refund the Department of Health the expenses incurred by the Government and the amount of the surety bond. If not legal action will be taken to recover the said amount as per the agreement. Terms of engagement

10. *Terms of engagement.* – At the end of the training, grant or not grant of permanent appointments to the post concerned will be decided based on the number of vacancies existing at the time. If the Ministry of Health decided to grant permanent appointments to the post concerned, candidates will be appointed to the post of Staff Nursing Officer in Grade III subject to the conditions in the scheme of recruitment applicable to the training they were admitted and considering the number of vacancies and they will be placed on the salary relevant to the step of the salary code MT-7 2016 mentioned in Schedule I of the Public Administration Circular 03/2016.

11. Particulars regarding the educational and other qualifications should be mentioned carefully and accurately in filling the applications. If the certificates were found to be false after admission to the training or after receiving an appointment, action will be taken to refer the case to the Department of Criminal Investigation in order to take legal action and to cancel the appointment and dismiss from the training/ post and disciplinary action will be taken and his/her name will be entered into the blacklist which is an index of the names of persons who will not be employed by the government. Further, action will be taken to recover the allowance paid to him/ her during the period of training, expenses borne by the Government and the sum of the surety bond.

12. Selected applicants should submit themselves to a medical examination within the first month of the training to prove that they are physically and mentally fit to follow the course concerned and to serve in any part of the island and the applicants found not to be fit in the medical examination will not be eligible to continue the course.

13. Trainees have no right to engage either in trade union activities or in private practice during the period of training. If found to have done so, action will be taken to terminate the training or to take any other appropriate action.

14. All recruited as above will be subject to all rules and regulations applicable to the Public Officers, and provisions of the Establishments Code of Democratic Socialist Republic of Sri Lanka, polices prescribed by the Department of Health, Procedural Rules of the Public Service Commission, Financial Regulations and the Nursing Service Minute and amendments made thereto from time to time and general regulations imposed by the Government from time to time.

15. Ministry is not bound to provide residential facilities at the training schools for the applicants recruited to the training. If so provided assessed house and room rental, water and electricity bill will be charged.

16. In case any problem arises in respect of any matter regarding recruitment to the training which is covered or not covered by this general circular decision of the Secretary to the Ministry of Health shall be final and in case of any inconsistency between the text in Sinhala, Tamil and English, the text in Sinhala shall prevail.

Dr. S.H. MUNASINGHE,  
Secretary,  
Ministry of Health.

"Suwasiripaya"  
385, Rev. Baddegama Wimalawansa Thero Mawatha,  
Colombo 10. Sri Lanka,  
31st December, 2020 at Ministry of Health.

**Specimen Form of Application**

RECRUITMENT OF B.S.C (NURSING) GRADUATES FOR THE ORIENTATION AND COORDINATION COURSE  
IN NURSING -2019/2020

**Read the General Circular carefully before perfect the application.**

- 01. (a) Last name with initials.(In English capital letters) :  
.....  
.....
- (b) Name in full (In English capital letters) :  
.....  
.....
- (c) Name in full (In Sinhala/Tamil)-  
.....  
.....
- 02. N.I.C. No. : .....
- 03. Postal Address : .....
- 04. Permanent Address : .....
- 05. Telephone No. : .....
- 06. (a) District of residence : .....
- (b) Whether you are a permanent resident in this district?:.....
- 07. (a) Date of Birth : Year :..... Month :..... Date :.....
- (b) Age as at 29.01.2021 - Years :..... Months :..... Days :.....

08. Gender - Female :  Male :  (Mark ✓ in the relevant cage)

09. Whether you are a citizen of Sri Lanka Yes :  No :  (Mark ✓ in the relevant cage)

10. Civil Status - Single  Married  (Mark ✓ in the relevant cage)

11. Height- Feet :..... Inches :.....

12. Educational Qualifications :

Degree Obtained	Effective date of the degree	GPA	University	Academic year

13. Have you ever been convicted before a court of law? Yes  No  (Mark ✓ in the relevant cage)

If yes give particulars.

.....  
 .....  
 .....

14. Certificate of the applicants -

I solemnly declare that I read carefully and understood the *Gazette Notification* and perfected the application subject to all conditions therein, that I do not attend any full time course and that the particulars furnished by me in the application are true and correct to my knowledge.

I am also aware that if this declaration or any particulars contained herein are found to be false or incorrect I am liable to be disqualified for the training and if so found after appointment I am liable to be dismissed.

I am also aware that this is an external recruitment and if I complete /not complete the training successfully I cannot be reverted to the current post in any manner.

Affix here the bank receipt obtained by paying Rs. 500.00

.....,  
 Signature of the applicant.

Date :.....

15. Attestation of the signature of the applicant-

I hereby certify that Mr/Mrs/Miss..... who submit this application is personally known to me and he/she placed his/her and signature on .....in my presence.

.....,  
 Signature and official frank of Attestor.

Date :.....

Full name of Attestor : .....

Post : .....

Address : .....

16. Certification of the Head of Department if the candidate is serving in the Public service / Provincial public Service (Delete irrelevant words)

I hereby certify that the above candidate Mr/Mrs/Miss ..... holds the post of ..... in this Department.

I certify that the particulars furnished in the application are true and he / she can /cannot be released if he /she is selected for the post.

I also inform that he / she was explained that this is an external recruitment, he / she cannot be reverted to the current post in any manner after he / she successfully completes or not complete the training concerned.

.....,  
Signature and official frank of the Head of Department.

Date :.....

Name of the Head of Department : .....

Post :.....

Address : .....