

SRI LANKA POLICE

Post of Support Services Assistant Superintendent of Police / Woman Assistant Superintendent of Police (Electrical Engineer / Electronic Engineer)

APPLICATIONS are invited from the citizens of Sri Lanka for the Post of **Support Services Assistant Superintendent of Police / Woman Assistant Superintendent of Police (Electrical Engineer / Electronic Engineer)**.

02. Applications duly prepared according to the specimen application form given below should be to the address, Director / Recruitment, Police Recruitment Division, No. 375, 1st Floor Sri Sambuddathwa Jayanthi Mawatha, Colombo - 06. The post you are applying for should be mentioned on the top-left corner of the envelope in which your application is enclosed and it should be forwarded by registered post to reach the above address on or before 15.02.2021. Late applications will not be considered and applications will not be issued by the Sri Lanka Police.

03. *Salary scale.*— Rs. 47,615 - 10 x 1,335 ~8x 1,630 - 17x2,170 - Rs. 1,10,895.00

As per the Public Administration Circular 3-2016, the above mentioned salary scale will be effected

Further, these officers are entitled for the allowances granted in accordance with the 1G Police circular No. 2416/2013, dated 07.01.2013. In addition to the above salary scale, they will be paid following allowances:

	<i>Rs. cts.</i>
(a) Cost of living allowance	7,800.00
(b) As per the PA.Cir.03/2016, it's Granted 40% of the Salary as allowance for the relevant rank	19,046.00
(c) Interim Allowances	2,500.00
(d) Uniform cleaning allowance	250.00
(e) Arduous duty allowance	2,000.00
(f) Combined allowance	14,000.00
(g) Executive officers' special allowance	3,000.00

In addition to the above said allowances :

- (a) Free Transport facilities
- (b) Free Medical facilities for officers (Financial support can be obtained even for getting medical treatment abroad)

(c) Free medical facilities even for the members of the family

(d) All the uniforms will be provided free of charge

(e) Facilities to enhance one's sports skills and inborn talents

(f) Travelling expenses for duties outside workplace and financial rewards for exceptional performance and arduous service

(g) Opportunities to follow merit - based local and foreign courses of studies

04. *Basic qualifications required :*

4.1 *Age limit :*

The applicants must be aged between 25 - 45 years at the time of the closing date of the application as per the *Gazette* Notification.

4.2 *Educational Qualifications:*

• **Posts of Electrical Engineer**

- (i) Should have 04 years full time Degree relevant to Electrical Engineering science from an University recognized by the University Grant Commission and the Institution of Engineers Sri Lanka.

or

- (ii) Having a qualification equivalent to above said degree which is recognized by the University Grant Commission and the Institution of Engineers Sri Lanka and possessing the valid certificate of the recognition.

• **Posts of Electronic Engineer**

- (i) Should have 4 years full time Degree relevant to Electronic Engineering Science from an University recognized by the University Grant Commission and the Institution of Engineers Sri Lanka.

or

(ii) Having a qualification equivalent to above said degree which is recognized by the University Grant Commission and the Institution of Engineers Sri Lanka and possessing the valid certificate of the recognition.

4.3 *Professional Qualifications*

Obtained the Active member in the Institution of Engineers Sri Lanka. **(Associated Membership)** or obtained the fully Membership **(Corporate Membership)**

4.4 *Professional Experience*

Should have service experience for a period not less than 03 years in the relevant field in the recognized institution after obtained the degree.

4.5 *Physical Requirements :*

Male

- Height should not be less than 05 feet and 06 inches
- Chest should not be less than 32 inches (during expiration)

Female

- Height should not be less than 05 feet and 04 inches

Note : With regard to the applicants with special qualifications and skills, these height and chest measurements are subject to deviate from the above at the discretion of the Inspector General of Police.

4.6 *Vision Requirements :*

Vision should be between 6/6 and 6/12 minimum, wearing spectacle or contact lenses also accepted. Colour vision should be normal.

4.7 *Other Qualifications :*

- (i) Should be a citizen of Sri Lanka
- (ii) Applicants should have maintained an excellent character which is expected by the Sri Lanka Police.
- (iii) Married or Unmarried is eligible
- (iv) Male or female can apply.

v. Should be prepared to work anywhere in the country.

vi. Should not have undergone body modifications (Eg:- tattoos)

vii. Qualifications mentioned in the application from 4.1 to 4.7 which are required for the post are expected to be fully acquired by the date mentioned in the notice inviting applications / *Gazette* notification.

4.8 *Physical Requirements :*

All the applicants should be physically and mentally fit to discharge the duties of the post and to work anywhere within Sri Lanka.

05. *Method of Recruitment.*– The applicants will be selected based on the total scored marks in the order of merit, by adding the marks obtained from the Structured Interview and from the Written Examination, among those who passed the background test and medical test, will be recruited according to the number of vacancies available.

06. *Written Examination :*

6.1 *Authority Holding the Examination:* -

Authority Holding the Examination or the officer authorized by the Authority Holding the Examination.

Structure of the written exam marking scheme is given below

<i>Subjects</i>	<i>Maximum marks</i>	<i>Qualified marks</i>
01. Comprehension and language proficiency	100	40%
02. General knowledge Intelligent Quest	100	40%
03. General knowledge related to the relevant profession	100	40%

07. *Structured Interview :*

7.1 Authority appointing the structured interview board: -

Appointing authority or the officer authorized by the appointing authority.

Main subjects and the marking scheme is given below :

<i>Main headings under which marks are given</i>	<i>Maximum Mark</i>	<i>Cut-Off Mark for Selection</i>
01. Additional Educational qualifications	30	Not applicable
02. Service Experience	30	
03. Additional Language proficiency and computer literacy	20	
04. Leadership/community services	10	
05. Evaluation of the interview board	10	
TOTAL	100	

7.2 Total marks of the applicants will be calculated by adding the marks obtained from the Structured Interview and the marks obtained from the Written Examination.

08. *Background Check :*

- 8.1 A background check will be conducted to make sure that the applicants have maintained a good character.
- 8.2 Background checks will also be carried out on the applicant, on his/her next of kin and on his/her close companions and applicants with negative background check reports will not be recruited.

Note:- There should not be any criminal reports regarding the applicant's next of kin. Applicant's mother, father, guardians, siblings and if the siblings are married, their spouses are also considered as next of kin.

- 8.3 Providing false information during recruitment by applicants will result in disqualification. If it is revealed, after recruitment, that false information had been provided, service will be terminated at any time.

9. *Medical Test.*– The applicants who have been selected for the medical test should pass the medical test conducted by medical board including Chief Medical Officer of Police Hospital. In addition, a test will be performed on the applicants to check whether they are physically and mentally fit for perform the police duties. The medical test reports should be presented by Chief Medical Officer under health 169 form. Appeals would not be accepted if any applicant disqualified in the medical test.

10. *Training.*– A number of candidates who secured maximum marks in the order of merits from among those who passed the background test and medical test will be called by the Inspector General of Police according to the approved number of existing vacancies, for training at a date as may be determined by him. This training will be given at Sri Lanka Police College.

11. *Terms of Engagement.*– This Post is permanent and pensionable. You are liable to contribute to the Widows'/ Widowers' and Orphans' Pension Scheme.

12. *Service Conditions :*

1. The officers directly recruited should serve a probation period of three years.
2. The selected applicants shall act in conformity with any orders or circulars already made or may hereafter be made to implement the Official Language Policy. (Not applicable to the Reserve Police Service)
3. Should abide by the provisions of Establishment Code, Financial , Circulars of National Police Commission, Circulars of Public Service Commission, Public Administration Circulars, Treasury circulars, Police Orders, I. G. P. Circulars, Hand Books and Instruction Codes and provisions thereof.

4. Directly recruited officers should serve a probation period of three years in the Sri Lanka Police Service and they should sign a bond giving their consent to pay all the stipulated expenses, should there be any that had been spent for his/her training and other expenses including uniforms at the time he/she is handing over the resignation letter in the event of an officer intends to resign from the service before completion of his/her probation service period. Measures will be taken as per the provisions of Establishment Code in relation to the resignation. (Not applicable to the Reserve Police Service)
5. Officers of direct recruitment should be free from all the loans and loan commitments prior to taking up the appointment.
6. Directly recruited Assistant Superintendent of Police should subscribe an affirmation/oath to the effect that they comply with Code of Conduct as per the constitution of Democratic Socialist Republic of Sri Lanka as soon as they start the training.

13. *Efficiency Bars* :

<i>The type of Efficiency Bar</i>	<i>Prescribed period for passing the Efficiency Bar</i>	<i>Nature of the Efficiency Bar Written Examination /Professional Examination /Certificate Course/ Other</i>
First Efficiency Bar Examination	Before completion of 03 years after getting appointed to the post of Assistant Superintendent of Police(Electrical Engineer Electronic Engineer)	Written
Second Efficiency Bar Examination	Before completion of 05 years after getting appointed to the post of Superintendent of Police (Electrical Engineer /Electronic Engineer)	Written
Third Efficiency Bar Examination	Before completion of 05 years after getting appointed to the post of Senior Superintendent of Police(Electrical Engineer Electronic Engineer)	Written

14. Language Proficiency

Language	Expected Level of Proficiency
Official Language	Officers recruited for service through an English medium should obtain the proficiency for the relevant official language as per the Public Administration Circular No. 01/2014 and other related circulars.
Other Official Language	Should obtain the relevant level of proficiency as per the Public Administration Circular No. 01/2014 and other related circulars

15. Applicants should send the copies of the following documents attached to their applications. (Original documents should not be submitted)

- (a) Birth Certificate
- (b) Recently obtained two character certificates (from non-related persons)
- (c) Certificates to verify educational qualifications
- (d) Certificates to verify professional qualifications

- (e) Certificate for Experience of Service (only if available)
(f) Sports with special records or certificates obtained for extracurricular activities
(g) National Identity Card

16. 1. Applicants who are already in the public service should forward their applications through the relevant Heads of Department. Those applications should accompany a certificate indicating that the applicant can be released if selected.
2. Applications should be completed in applicant's own handwriting on 11" x 8" papers and should be sent along with the relevant copies of the certificates to the address mentioned in the 'paragraph 02'. Under any circumstances, the application should not be handed over personally to any officer.

17. Applications that do not conform to the requirements of this notification will be rejected. Replies will not be sent to such applicants.

Note:- Travelling or any other expense will not be paid to the applicants who are called for interviews and examinations.

C. D. WICKRAMARATNE,
Inspector General of Police.

Police Headquarters,
Colombo - 01

SRI LANKA POLICE

POST OF SUPPORT SERVICES ASSISTANT SUPERINTENDENT OF POLICE / WOMAN ASSISTANT SUPERINTENDENT OF POLICE
(ELECTRICAL ENGINEER / ELECTRONIC ENGINEER)

SPECIMEN APPLICATION FORM

01. (a) Full Name :-
(Clear block letters) As stated in the Birth Certificate).
(b) Name (with initials):-
(c) Post of apply :-
02. National Identity Card No. (Copy of the National Identity card should be attached) :-
03. Present Address:-
Permanent Address:-
Relevant Police Station of the Permanent Address:-
Telephone Number:-..... Res. :-..... Mobile :-.....
04. Race:-
whether you are a Sri Lankan citizen by birth or registration :-
(If by registration attach a copy of that certificate)
05. Date of Birth :-
Age - As at closing date stated in the *Gazette* notification
Years:..... Months :..... Days :.....

06. Marital Status - Married/Unmarried/Widowed :
(i) Spouse's Occupation :
(ii) Spouse's Place of Occupation:
07. Height: Feet: inches Chest (Male) :.....
08. Educational Qualifications : (Copies of the certificates should be attached)
09. Professional Qualifications : (Copies of the certificates should be attached)
10. Postgraduate :-(Copies of the certificates should be attached)
11. Present Employment :-
(i) Post held at present:
(ii) Grade of the present post:
(iii) Present working place:

I certify that the particulars furnished by me in this application are true and accurate. I am also aware that if any particulars contained herein are found to be false or incorrect, my service in the Police Service in the event of my being appointed is liable to be terminated without any compensation.

Date :.....

.....
Signature of Applicant.

Certificate of the Head of the Department;-(If relevant)

I, hereby certify that Mr./Mrs./Miss forwarding this applications is serving in the Department of and that he/she can be released for the new post if he/she is selected for this post.

Date :.....

.....
Signature and Stamp of the
Head of the Department.