



## OFFICE OF THE PUBLIC SERVICE COMMISSION

### Common Competitive Examination for the Recruitment to the Posts in All-Island Services and Executive Service Category of the Public Service – 2021

APPLICATIONS are invited from qualified citizens of Sri Lanka for the Common Competitive Examination for recruitment to the vacant posts in Grade III of the following all-island services on open basis.

- Sri Lanka Administrative Service
- Sri Lanka Accountants Service
- Sri Lanka Planning Service
- Sri Lanka Education Administrative Service
- Sri Lanka Scientific Service

The relevant application has been published in the website of the Sri Lanka Examination Department, [www.doenets.lk](http://www.doenets.lk) and applications can be submitted only through online. Once the application is submitted online, it should be downloaded and the signature of the applicant should be attested in the printed copy with certification of the Head of the Institution if applicable. Thereafter, that printed copy the application should be sent by the registered post to reach the Commissioner General of Examinations, Institutional Examination Organization Branch, Sri Lanka Examination Department, P. B. 1503, Colombo on or before the closing date of applications. **“Common Competitive Examination for recruitment to the posts in the All-Island Services and Executive Service Category of the public service – 2021”** should be clearly marked on the top left corner of the envelope. The applications will be accepted from **17 July 2021 till 24:00 hrs 16 August 2021**.

**Note :** The printed copy of the application should compulsorily be sent by the registered post. The complaints on the loss or delay of the printed copy in the mail will not be considered. The inconveniences that may cause due to the delay in sending applications until the closing date should be borne by the applicant himself.

The Commissioner General of Examinations, subject to the orders of the Public Service Commission, will conduct this examination at Colombo only in November 2021. (However, under unforeseeable circumstances that may arise in the country, this examination may be held in other districts of the Island as well). In any event, if sufficient number of applicants have not selected a particular examination center, applicants who have selected such examination center will be referred to another appropriate examination center. (For the particulars about the designated examination centers, applicants must refer to the online application form. The Commissioner General of Examinations reserves the right to postpone or cancel this examination subject to the orders of the Public Service Commission.

1. The **“Appointing Authority”** mentioned in this notice means the Public Service Commission in respect of the Sri Lanka Administrative Service, Sri Lanka Accountants Service, Sri Lanka Planning Service and Sri Lanka Scientific Service, and the Education Service Committee of the Public Service Commission in respect of the Sri Lanka Education Administrative Service.

#### 2. Method of Recruitment :

2.1 **Indicating the preference.** – An applicant can apply for several services according to the qualifications to be fulfilled for recruitment for each service. The applicants should indicate their preference for each service when applying.

**N. B. :-** Candidates will not be allowed to change the preference produced by them in the application at a later time. Requests claiming to obtain appointments in a service for which the applicant has not mentioned his preference will not be considered on any circumstance whatsoever.

2.2 **Written Examination :-** This examination consists of two parts as follows. The First Part (Common Part) of that examination is applicable to all services. Only the candidates who obtain 40% of the marks or more for each question paper and aggregate marks of 100 or more for two question papers of the First Part will be called for the Second Part of the examination conducted for the recruitment to Sri Lanka Administrative Service, Sri Lanka Accountants Service, Sri Lanka Planning Service and Sri Lanka Education Administrative Service.

- Only the First Part of the examination is applicable to the Sri Lanka Scientific Service.

2.2.1. *First Part (Common Part)*

Every applicant should appear for this part as this is applicable to all the services.

Subject No.	Question Paper	Duration	Maximum Marks	Minimum marks to be passed
01	Intelligence Test	1 ½ Hours	100	40
02	Comprehension	02 Hours	100	40

2.2.2. *Second Part (Specific Part for each service)*

Service	Subject No.	Question Paper	Duration	Maximum Marks	Minimum Marks to be passed
1. Sri Lanka Administrative Service	11	Social, Economic and Political Trends	03 Hours	100	40
	12	Managerial Aptitude	03 Hours	100	40
	13	Creative, Analytical and Communicative Skills	03 Hours	100	40
2. Sri Lanka Accountants Service	21	Financial and Managerial Accounting	03 Hours	100	40
	22	Advanced Auditing and Economic Analysis	03 Hours	100	40
3. Sri Lanka Planning Service	31	General Awareness	03 Hours	100	40
4. Sri Lanka Education Administrative Service	41	General Knowledge	01 Hour	100	40
	42	Analytical Studies	1 ½ Hours	100	40

**2.3 Interview :-** Of the candidates who sat all the question papers of the written examination, only those who obtained at least 40% of the marks or more for every written question paper will be called for a general interview and a structured interview/ an oral interview, if applicable, according to the order of merit of the marks they have obtained. The date of conducting that interview will be decided by order of the respective Appointing Authority.

2.4 Appointments will be made for each service as applicable based on the order of merit of the marks of the written examination or the aggregate of marks obtained at the written examination and the structured interview/ oral interview for which marks are awarded. The preference marked in the applications will be considered in this purpose.

3. *Number of vacancies :-*

Code	Service	No. of vacancies	Date of computing the No. of vacancies
SLAS	1. Sri Lanka Administrative Service	155	31.12.2020
SLACS	2. Sri Lanka Accountants Service	144	
SLPS	3. Sri Lanka Planning Service	139	
SLEAS	4. Sri Lanka Education Administrative Service (General Cadre) *	113	30.06.2020
SLSS	5. Sri Lanka Scientific Service **	85	31.12.2020

\* The posts in Grade III of the Sri Lanka Education Administrative Service consist of 2 categories as “General Cadre” and “Special Cadre”. Under this examination, recruitments will be made only for the posts belonging to the General Cadre.

\*\* The manner in which the numbers of vacancies have been further divided in the Sri Lanka Scientific Service is mentioned under the Educational / professional qualifications for recruitment to the said service in this notice.

The number of candidates to be appointed for each service and the effective date of the appointment will be decided by the Appointing Authority. Appointments will be made strictly upon the order of the marks obtained and the preferences given, so as to fill the number of vacancies allotted for the relevant services. The Appointing Authority reserves the right to fill or not to fill all the vacancies or, to fill or not to fill a part of vacancies of a service.

4. General conditions of recruitment :-

4.1 The selected candidates will be appointed to Grade III of the respective service subject to the general orders and conditions governing the appointments of the public service, provisions in the service minutes of each service mentioned below, departmental orders as applicable, provisions of the Establishments Code and Financial Regulations of the Democratic Socialist Republic of Sri Lanka, Procedural Rules of the Public Service Commission published in the Gazette Extraordinary No. 1589/30 dated 20.02.2009 (hereinafter referred to as Procedural Rules) and also to the amendments that have already been made or could be made in future to the directions, conditions, orders, provisions, regulations and rules above.

Service	Number and date of the Government Gazette Extraordinary in which the service minute has been published.	
	Number	Date
Sri Lanka Administrative Service	1842/2	23.12.2013

Service	Number and date of the Government Gazette Extraordinary in which the service minute has been published.	
	Number	Date
Sri Lanka Accountants Service	1670/33	10.09.2010
Sri Lanka Planning Service	1670/32	10.09.2010
Sri Lanka Education Administrative Service	1928/28	21.08.2015
Sri Lanka Scientific Service	1877/27	28.08.2014

- 4.2 These posts are permanent and pensionable. The applicant is required to be subject to a policy decision made by the Government in future on the Pension Scheme. Furthermore, he/she is required to contribute to the Widows’/Widowers’ and Orphans Pension Scheme. He/she should make contributions towards it in a manner stipulated by the Government from time to time.
- 4.3 These appointments are subject to a probationary period of three years. The applicants should pass the first efficiency bar examination within 03 years from the recruitment to Grade III of the relevant service as mentioned in the relevant service minute.
- 4.4 The applicants should acquire proficiency in the prescribed official language / languages within 03 years from the recruitment to the post as per the Public Administration Circular No. 18/2020.
- 4.5 An appointee is liable to serve in any part of the Island in which they are called upon to serve.
- 4.6 The Appointing Authority reserves the right to cancel the appointments of the applicants who fail to assume duties of the post offered to him and / or reject or avoid assuming duties of a post or an area where he is appointed, on the due date.

5. *Salary Structure and Monthly Salary Scale.*- The Monthly Salary Scale applicable to these posts as per Schedule I of Public Administration Circular No. 03/2016 dated 25.02.2016 is Rs. 47,615 - 10 x 1,335 – 8 x 1630 - 17 x 2,170 - 110,895/- (SLI-2016). In addition to that, these posts will also be entitled to other allowances paid to public officers by the government from time to time.

6. *Recruitment Qualifications :-*

(a) *General Qualifications :*

- i. Should be a citizen of Sri Lanka.
- ii. Should have an excellent moral character.
- iii. Should be physically fit and mentally sound to serve in any part of the country and discharge the duties of the post.
- iv. Should have fulfilled all qualifications required for recruitment on or before the date of publishing the notice calling for applications in the *Gazette*.

(b) *Educational/ Professional Qualifications and Age Limit :-*

I. Age limits required for recruitment to each service are mentioned below :

<i>Service</i>	<i>Age</i>
Sri Lanka Administrative Service	Should be not less than twenty-two (22) years and not more than twenty-eight (28) years of age as at the date of publishing the notice calling for applications in the <i>Gazette</i> .
Sri Lanka Accountants Service	
Sri Lanka Planning Service	
Sri Lanka Education Administrative Service	Should be not less than twenty two (22) years and not more than thirty two (32) years of age as at the date of publishing the notice calling for applications in the <i>Gazette</i> .
Sri Lanka Scientific Service	Should be not less than twenty-two (22) years and not more than twenty-eight (28) years of age as at the date of publishing the notice calling for applications in the <i>Gazette</i>

II. The educational/ professional qualifications required for the Sri Lanka Administrative Service, Sri Lanka Accountants Service, Sri Lanka Planning Service and Sri Lanka Education Administrative Service are mentioned below.

**Note :** Degree/ postgraduate degree stated herein means a degree/ postgraduate degree awarded by a University recognized by the University Grants Commission or an Institution recognized by the University Grants Commission as a Degree Awarding Institute.

<i>Service</i>	<i>Educational qualifications</i>
1. Sri Lanka Administrative Service	Should have obtained a degree.
2. Sri Lanka Accountants Service	(i) Should have obtained a degree in Commerce, Management, Accountancy, Economics; OR (ii) Should be a holder of Higher Diploma in Accountancy or Commerce or Higher National Diploma in Management from the Sri Lanka Technical College / Sri Lanka Institute of Advanced Technical Education / Sri Lanka Institute of Advanced Technological Education;

<i>Service</i>	<i>Educational qualifications</i>
	<p style="text-align: center;">OR</p> <p>(iii) Should have passed the Licentiate II or Intermediate Examination or Certificate II in Accounting and Business or Business Level Examination or Corporate Level II Examination or a higher examination of the Institute of Chartered Accountants of Sri Lanka or an Institute of Chartered Accountants in any other Commonwealth Country;</p> <p style="text-align: center;">OR</p> <p>(iv) Should have passed the Parts I and II or Intermediate Examination of Cost and Management Examination or higher examination conducted by the Chartered Institute of Management Accountants of the United Kingdom or in any other Commonwealth Country ;</p> <p style="text-align: center;">OR</p> <p>(v) Should have passed the 1<sup>st</sup> professional level or higher level Examination of the Institute of Certified Accountants of the United Kingdom or in any other Commonwealth Country;</p> <p style="text-align: center;">OR</p> <p>(vi) Should have passed the Parts I and II Examination or higher level examination of the Association of Chartered Certified Accountants of the United Kingdom or in any other Commonwealth Country;</p> <p style="text-align: center;">OR</p> <p>(vii) Should have passed the Final Examination of the Institute of Chartered Secretaries and Administrators of the United Kingdom;</p> <p style="text-align: center;">OR</p> <p>(viii) Should have passed the Management Level or a higher level examination of the Institute of Certified Management Accountants of Sri Lanka.</p>
3. Sri Lanka Planning Service	<p>(i) Should have obtained a degree with first class or second class;</p> <p style="text-align: center;">OR</p> <p>(ii) Should have obtained a degree and a postgraduate diploma with course duration of not less than one year awarded by a University recognized by the University Grants Commission or a Training Institute established by a Parliamentary Act.</p>
4. Sri Lanka Education Administrative Service	Should have obtained a degree.
5. Sri Lanka Scientific Service	Educational qualifications for each post are included in the table mentioned under No. 6 (b) III below.

**Note :** The posts belonging to each service above are mentioned in the relevant service minutes.

III. Educational qualifications and the number of vacancies of the Sri Lanka Scientific Service are mentioned below.

<i>Srl. No.</i>	<i>Ministry/Department</i>	<i>Post and No. of vacancies</i>	<i>Educational Qualifications</i>
1	Department of National Museums	Assistant Director (Human Genealogy) - 01	I. Special Degree in History or Archeology with first or second class,  or II. Special Degree in History or Archeology or general Degree with any of the above subjects as a main subject and a post graduate degree in any of the same subject
		Assistant Director (Anthropology)- 01	I. Special Degree in Anthropology or Sociology with first or second class,  or II. Special Degree in Anthropology or Sociology or general Degree with any of the above subjects as a main subject and a post graduate degree in any of the same subject
2	Department of Export Agriculture	Assistant Director (Development) – 02	I. Four-year BSc. Agriculture Degree with first or second class in one of the subjects; Agriculture, Export Agriculture, Agricultural Technology and Management, Agricultural Sciences and Management, Bio-system Technology, Agricultural Resource Management and Technology, Agribusiness Management, Green Technology, or  II. BSc. Special Degree with first or second class in one of the subjects; Botany, Chemistry, Biochemistry, Biotechnology, Biology, Applied Biology or Biostatistics, or  III. BSc. General Degree with first or second class having studied at least one of the subject; Botany, Chemistry, Biochemistry, Biotechnology, Biology, Applied Biology or Biostatistics as a major subject, or  IV. BSc. Degree in Biological Sciences or four-year BSc. Agriculture Degree with Postgraduate Degree in any of the above subjects.
		Assistant Director (Research) - 03	I. Four-year BSc. Agriculture Degree with first or second class in one of the subjects; Agriculture, Export Agriculture, Agricultural Technology and Management, Agricultural Sciences and Management, Bio-system Technology, Agricultural Resource Management and Technology, Agribusiness Management, Green Technology, or  II. BSc. Special Degree with first or second class in one of the subjects; Botany, Chemistry, Biochemistry, Biotechnology, Biology, Applied Biology or Biostatistics, or  III. BSc. General Degree with first or second class having studied at least one of the subject; Botany, Chemistry, Biochemistry, Biotechnology, Biology, Applied Biology or Biostatistics as a major subject, or

Srl. No.	Ministry/Department	Post and No. of vacancies	Educational Qualifications
			BSc. Degree in Biological Sciences or four-year BSc. Agriculture Degree with Postgraduate Degree in any of the above subjects.
3	Department of National Zoological Gardens	Assistant Director - 01	<p>I. BSc. Special Degree with first or second class in one of the subjects; Zoology, Animal Science and Fisheries, Environment Conservation and Management, Fisheries, Aquaculture, Oceanography, Limnology, Environment Science and Natural Resource Management, Food Science and Nutrition, Food Science and Technology or Food and Nutrition, or</p> <p>BSc. General Degree with first or second class having studied at least one of the above subjects as a major subject.</p>
4	Government Analyst's Department	Assistant Government Analyst - 11	<p>I. BSc. Special Degree with first or second class in one of the subjects; Chemistry, Biochemistry, Molecular Biology or Chemical Technology, or</p> <p>II. BSc. Special Degree in Chemistry, Biochemistry, Molecular Biology or Chemical Technology or BSc. General Degree with any of the above subjects as a major subject and Postgraduate Degree in Biochemistry, Molecular Biology, Analytical Chemistry or Forensic Chemistry/Science</p>
		Assistant Examiner of Questioned Documents - 01	<p>I. BSc. Special Degree with first or second class in one of the subjects; Chemistry, Computational Chemistry, Physics, Computational Physics, Mathematical Physics or Applied Physics, or</p> <p>II. BSc. Special Degree in any of the above subjects or BSc. General Degree with one of the above subjects as a major subject and Postgraduate Degree in any of the same subjects, or</p> <p>III. BSc. Special Degree with first or second class in Computer Science, Information Technology or Information Systems obtained after entering the university under Science Stream in the G.C.E. Advance Level Examination, or</p> <p>IV. BSc. Special Degree in Computer Science, Information Technology or Information Systems or General Degree with at least one of the above subjects as a major subject obtained after entering the university under Science Stream in G.C.E. Advanced Level Examination and Postgraduate Degree in Computer Science or Information Technology</p>

Srl. No.	Ministry/Department	Post and No. of vacancies	Educational Qualifications
5	Department of Wildlife Conservation	Assistant Director - 01	<p>I. BSc. Special Degree with first or second class in one of the subjects; Biology, Applied Biology, Botany, Plant Science, Plant Biology, Plant Biotechnology, Molecular Biology, Biotechnology, Aquatic Resource Management or Fisheries, or</p> <p>II. BSc. Special Degree with first or second class in Zoology with Biology, Botany, Plant Science or Plant Biology as the subsidiary subject, or</p> <p>III. BSc. Special Degree in Chemistry with first or second class having studied Biology, Botany, Plant Science, Plant Biology, Forestry or Natural Resource Management as the subsidiary subject, or</p> <p>IV. BSc. Special Degree with first or second class in one of the subjects; Environmental Science, Environmental Management, Forestry, Environmental Conservation, Natural Resource Management, Biodiversity and Conservation, or</p> <p>V. BSc general Degree or Special Degree in Biological Sciences and a post graduate Degree in any of the subjects specified in IV above,</p> <p style="text-align: center;">or</p> <p>VI. Four-year BSc. Agriculture Degree with first or second class in one of the subjects; Agriculture, Agricultural Technology and Management, Agricultural Sciences and Management, Bio-systems Technology, Agricultural Resource Management and Technology, Green Technology or Animal Science and Fisheries.</p>
6	Department of Forest Conservation	Assistant Forest Conservator - 19	<p>I. BSc. Special Degree with first or second class in one of the subjects; Botany, Plant Sciences or Plant Biology with either Zoology or Chemistry as the subsidiary subject, or</p> <p>II. BSc. Special Degree in Forestry with first or second class, or</p> <p>III. BSc. Degree in Biological Sciences with first or second class, or</p> <p>IV. Four-year BSc. Agriculture Degree with first or second class in one of the subjects; Agriculture, Agricultural Technology and Management, Agricultural Sciences and Management, Bio-systems Technology, Agricultural Resource Management and Technology or Green Technology, or</p>



Srl. No.	Ministry/Department	Post and No. of vacancies	Educational Qualifications
			V. BSc. Degree in Biological Sciences or Agriculture with Postgraduate Degree in Forestry, Botany, Biology, Agriculture, Environmental Science or Plantation Management.
7	Department of Irrigation	Assistant Soil Chemist - 02	I. BSc. Special Degree in Chemistry or Agricultural Chemistry with first or second class, or II. BSc. General Degree with first or second class with Chemistry or Agricultural Chemistry as a major subject.
		Research Officer (Land Utilization) - 01	I. BSc. Special Degree in Mathematics, Chemistry or Physics with first or second class.
8	Department of National Botanical Gardens	Assistant Director - 01	I. BSc. Special Degree with first or second class in one of the subjects; Botany, Plant Sciences, Plant Biology, Horticulture and Sustainable Landscaping, Environmental Science, Environmental Management, Forestry, Environmental Conservation, Natural Resource Management, Biodiversity and Conservation, or II. Four-year BSc. Agriculture Degree with first or second class in one of the subjects; Agriculture, Agricultural Technology and Management, Agricultural Sciences and Management, Bio-systems Technology, Agricultural Resource Management and Technology or Green Technology, or III. BSc. General Degree in Biological Sciences or a four-year BSc. Degree in Agriculture with research based Postgraduate Degree in any of the above subjects.
9	State Ministry of Sugarcane, Maize, Cashew, Pepper, Cinnamon, Cloves, Betel Production and Promotion of Allied Products and Exports	Assistant Director - 03	I. Four-year BSc. Agriculture Degree with first or second class in one of the subjects; Agriculture, Agricultural Technology and Management, Agricultural Sciences and Management, Bio-systems Technology, Agricultural Resource Management and Technology, Agribusiness Management, Green Technology, or II. BSc. Special Degree with first or second class in one of the subjects; Botany, Plant Sciences, Plant Biology, Chemistry, Biochemistry, Biotechnology, Biology, Applied Biology, or III. BSc. General Degree with first or second class with Botany, Plant Sciences, Plant Biology, Chemistry, Biochemistry, Biology or Applied Biology as a major subject, or IV. BSc. Degree in Biological Sciences with Postgraduate Degree in any of the above subjects.

<i>Srl. No.</i>	<i>Ministry/Department</i>	<i>Post and No. of vacancies</i>	<i>Educational Qualifications</i>
10	Ministry of Health	Physicist - 17	<p>I. BSc. Special Degree with first or second class in one of the subjects; Physics, Computational Physics, Engineering Physics, Mathematical physics, Applied Physics, Nuclear Medical Science or Nuclear Technology, or</p> <p>II. Special Degree in any of the above subjects or General Degree with at least one of the above subjects as a major subject and 5 years of service as a Radiographer in a public body or a registered health institute.</p>
		Chemist - 02	<p>I. BSc. Special Degree with first or second class in one of the subjects; Chemistry, Biochemistry, Biotechnology, Chemical Technology or Food Science, or</p> <p>II. Membership of the Institute of Chemistry, Ceylon or any other equivalent national chemical society and at least 03 years of experience in food analyses in a recognized firm, or</p> <p>III. Degree in Biological Sciences and Postgraduate Degree in Food Science with 02 years of experience in food analyses in a recognized firm.</p>
		Research Officer (Entomology) - 01	<p>I. BSc. Special Degree with first or second class in Zoology with Entomology as a subject, or</p> <p>II. BSc. Special Degree in Zoology or BSc. General Degree with Zoology as a major subject with Postgraduate Degree in Entomology.</p>
		Research Officer (Microbiology - Bacteriology, Virology) - 09	<p>I. BSc. Special Degree in Microbiology with first or second class, or</p> <p>II. Postgraduate Degree in Microbiology with a Degree in Biological Sciences.</p>
		Research Officer (Parasitology) - 01	<p>I. BSc. Special Degree in Zoology with first or second class, or</p> <p>II. Postgraduate Degree in Parasitology with a Degree in Biological Sciences.</p>
		Research Officer (Natural Product Chemistry) - 02	<p>I. BSc. Special Degree with first or second class in one of the subjects; Chemistry, Biochemistry, Computational Chemistry, Biotechnology or Plant Biotechnology, or</p> <p>II. BSc. Special Degree in any of the above subjects or BSc. General Degree with at least one of the above subjects as a major subject and a research based Postgraduate Degree in Biotechnology, Plant Biology or Natural Products Chemistry.</p>

<i>Srl. No.</i>	<i>Ministry/Department</i>	<i>Post and No. of vacancies</i>	<i>Educational Qualifications</i>
		Research Officer (Vaccine Products) - 01	<p>I. BSc. Special Degree with first or second class in one of the subjects; Chemistry, Microbiology, Biochemistry, Molecular Biology, Biotechnology, Plant Biotechnology, or</p> <p>II. BSc. Special Degree with first or second class in Zoology with Chemistry as the subsidiary subject, or</p> <p>III. BSc. Special Degree in Chemistry, Microbiology, Biochemistry, Molecular Biology, Biotechnology, Plant Biotechnology or Special Degree in Zoology with Chemistry as the subsidiary subject or BSc. General Degree in any of the above subjects as a major subject with Postgraduate Degree in Microbiology or Biochemistry.</p>
		Entomologist - 02	<p>I. BSc. Special Degree with first or second class in Zoology specialized in Entomology, or</p> <p>II. BSc. Special Degree in Zoology or BSc. General Degree with Zoology as a major subject with Postgraduate Degree in Entomology.</p>
		Biochemist - 01	<p>I. BSc. Special Degree in Biochemistry with first or second class, or</p> <p>II. BSc. Special Degree in Chemistry or Biochemistry or BSc. General Degree with Chemistry or Biochemistry as a major subject with Postgraduate Degree in Biochemistry.</p>
		Scientific Officer - 01	<p>I. BSc. Special Degree with first or second class in one of the subject; Chemistry, Biochemistry, Computational Chemistry or Chemical Technology, or</p> <p>II. BSc. General Degree with first or second class with both Chemistry and Physics as major subjects, or</p> <p>III. Membership of Institute of Chemistry, Ceylon or any other equivalent national chemical society, or</p> <p>IV. BSc. Special Degree in a subject mentioned in No. I above or BSc. General Degree with both Chemistry and Physics as major subjects and a research based Postgraduate Degree in Chemistry.</p>

Srl. No.	Ministry/Department	Post and No. of vacancies	Educational Qualifications
11	State Ministry of Rattan, Brass, Clay, Furniture and Rural Industry Promotion	Assistant Director - 01	<p>I. BSc. Special Degree with first or second class in one of the subjects; Chemistry, Biochemistry, Biotechnology, Computational Chemistry, Industrial Chemistry, Polymer Chemistry, Chemical Technology, Physics, Computational Physics, Engineering Physics, Mathematical physics or Applied Physics, or</p> <p>II. BSc. General Degree with first or second class with at least one of the above subjects as a major subject, or</p> <p>III. BSc. Special Degree in one of the above subjects or General Degree with at least one of the above subjects as a major subject with Postgraduate Degree in the same subjects.</p>

(c) *Restrictions on Eligibility :*

- (i) No person ordained in any religion shall be allowed to apply for or sit for the examination for the Sri Lanka Administrative Service, Sri Lanka Accountants Service, Sri Lanka Planning Service and Sri Lanka Scientific Service. (This restriction will not be applicable to the Sri Lanka Education Administrative Service)

7. *Examination Conditions :-*

- I. This examination will be held in Sinhala, Tamil and English Languages. Candidates can sit the examination in any one of these languages of their choice. Candidates should answer all question papers of all the services they apply for and select only one medium of language for all the papers. Candidates will not be allowed to change the medium of examination produced by them in the application form.
- II. The online application of the examination should be filled only in English Language. In addition to the soft copy of the application submitted by the applicant *via* online, a printed copy thereof should also be sent by the registered post. Once the Department of Examinations receives both soft copy and printout copy of the application, those copies will be verified and the applicant will be informed whether the Department accepted/did not accept it as a valid application by sending an SMS message to the mobile phone. Before filling the online application, please download the Common Instructions Sheet prepared for the examination. Follow these instructions thoroughly when the application is filled. Print copy of the application must be available with the applicant for the inquiries made later. Any revision made after taking a printout of the application will not be considered as a valid revision. The incomplete applications will be rejected without any notice.
- III. The examination fee for the First Part of this examination is Rs. 1,000/- (One thousand). The fee for the Second Part of this examination is Rs. 300/- (Three Hundred) per each question paper. The payment of examination fee for the Second Part should be made after passing the First Part. When the examination fee is paid, the payments should be made only through the following payment methods provided in the online system.
- Any Bank Credit Cards
  - Bank Debit Cards with Internet Payment Facility
  - Bank of Ceylon Online Banking Bill Payment Method
  - Bank of Ceylon any Branch
  - Payment through any Post Office of the Department of Posts

**Note** – Instructions on the manner in which the payments are made through above methods are published under Technical Instructions in the website of the Department of Examinations.

IV. Acknowledgement of the payment will be informed by an SMS. When payment is made for the Second Part of the examination, the candidate should pay Rs. 300/- (Three hundred) per each question paper of all the services that he has applied for. This fee should be paid when obtaining the admission card for the Second Part after passing over the First Part of the examination. The prescribed full amount of examination fee should be paid as applicable and the applications for which the payments have been made less or more than the examination fee will be rejected. The Department of Examinations will not be responsible for the errors occurring in the payment of examination fees by the above payment methods. Results of the First Part will be published on the website of the Department of Examinations.

V. The fee paid for the examination will not be refunded under any circumstance or will not be transferred in respect of any other examination.

VI. The signature of the applicant placed on the application and the admission card of the examination should have been attested. An applicant who is applying for the examination through any institution should get his/her signature attested by the Head of the Institution or by any other officer authorized by him and other applicants should get their signature attested by a Head of a Government School/ Retired Officer, Grama Niladhari of the relevant division, Justice of the Peace, Commissioner of Oaths, Attorney-at-Law, Notary Public, Commissioned Officer in the three armed forces, a permanent officer in the Staff Grade of the Public Service or Provincial Public Service or Chief Incumbent of a temple or a person holding a responsible status in other religious place and in charge thereof.

**Note** : No candidate is allowed to enter the examination hall without the admission

card. Only an admission card in which the signature of the candidate is attested should be presented to the supervisor on the date of commencement of the examination. The issuance of an admission card to a candidate shall not be treated as an acceptance that he or she has fulfilled a qualification to sit the examination or for a post.

VII. On the assumption that only those who possess the qualifications mentioned in the *Gazette* Notification have sent applications, the Commissioner General of Examinations will issue admission cards to the candidates who fall within the age limit specified in the notice and who have paid the relevant examination fees and duly submitted their applications through online and sent printed copy by registered post on or before the closing date of applications. Moreover, the Department of Examinations will provide the facility to download a copy of the admission card through its website. Immediately after the issuance of admission cards to the candidates, a notice thereon will be published in newspapers and the website of the Department of Examinations. If the admission card is not received even after 2 or 3 days of such notice, steps should be taken to make inquiries thereon from the Institutional Examination Organization Branch of the Department of Examinations in the manner specified in the notice. The name of the examination and the full name, address and national identity card number of the applicant should be correctly mentioned when making such inquiry. In case of an applicant outside Colombo, it would be advisable to send a request letter to 0112784232 furnishing a fax number to obtain a copy of the admission card promptly. It would also be advisable to keep the copy of the application form, receipt of payment of examination fee, printout of the application form and receipt of postal registration in hand to confirm any matter inquired by the Department of Examinations.

**Note** : Pertaining to the applicants who applied for the Sri Lanka Administrative Service, Sri Lanka Accountants Service, Sri Lanka Planning Service

and Sri Lanka Education Administrative Service, a new admission card will be issued for the Second Part of the examination (Specific Part for the relevant service) only for the applicants who obtain 40% of the marks or more for each paper and aggregate marks of 100 or more for the two question papers of the First Part (Common Part) of the written examination.

VIII. Candidates shall be bound by the rules and regulations imposed by the Commissioner General of Examinations on conducting the examination and releasing the results. They shall be liable to be subjected to a punishment imposed by the Commissioner General of Examinations in case of violation of these rules and regulations.

IX. Candidates of the examination shall be required to prove his/her identity at the examination hall to the satisfaction of the supervisor for each subject he/she appears for. For this purpose, any of the following documents shall be accepted.

- (i) National Identity Card
- (ii) Valid Passport
- (iii) Valid Driving License

Furthermore, the candidates should enter the examination hall without covering their faces and ears in order to prove their identity. The candidate who refuses to prove their identity in the said manner shall not be allowed to enter the examination hall. Moreover, the candidates should remain in the examination hall from the time of entering up to leaving the examination hall upon completion of the examination without covering the face and ears enabling the invigilators to identify the candidate.

8. *Penalty for false information* :- If it is revealed that a candidate does not possess the required qualifications, his / her candidature will be annulled at any stage before, during or after the examination. If it is revealed after the appointment that any of false information has been furnished by a candidate within him/ her knowledge or if he/ she has willfully suppressed a material fact his/ her appointment will be cancelled and all sums of money already paid to him/ her under this appointment as salaries and allowances by the Government/ Provincial Council will be recovered.

9. *Medium of Examination*:-

- (a) This examination will be held in Sinhala, Tamil and English Languages.
- (b) The medium in which the candidate sits the examination will be treated as the medium of appointment.
- (c) Candidates should answer all question papers in one medium of language.
- (d) Candidates will not be allowed to change the medium of examination mentioned in the application form.

10. Procedure of Examination, Interview and Appointment:-

10.1. Written Examination

10.1.1. First Part (Common Part)

All applicants should sit for this part.

<i>Question Paper</i>	<i>Syllabus</i>	<i>Nature of the Question Paper</i>
1. Intelligence Test	Shall consist of multiple-choice questions to test the candidate's skills in reasoning, substitution, interpretation, relevance awareness, conversion, problem solving, understanding of cause & effect relationships, prediction, information organization, pattern identification and adherence to instructions.	Shall consist of 50 multiple-choice questions and/ or short answer type questions. 100 marks. 1½ Hours
2. Comprehension	Shall consist of objective type questions to test the candidate's ability in comprehension and skills in communication, summarization, analyzing and creativity.	Shall consist of 50 multiple-choice questions and/ or short answer type questions. 100 marks. 02 Hours

10.1.2. Second Part (The part specific to the relevant service)

This part will be applicable to the applicants who appear for the Sri Lanka Administrative Service, Sri Lanka Accountants Service, Sri Lanka Education Administrative Service and Sri Lanka Planning Service. Every applicant who applies for these services should sit all the question papers of the service/ services he applies for and obtain 40% of marks or more for each question paper.

1. Specific Part for the recruitment to the Sri Lanka Administrative Service

(I) Structure of Question Papers

<i>Question Paper</i>	<i>Duration</i>	<i>Nature of the Question Paper</i>
1. Social, Economic and Political Trends	03 Hours	Total marks 100, Minimum pass mark is 40% Shall consist of structured essay type questions, multiple-choice questions and / or short answer type questions.
2. Managerial Aptitude	03 Hours	Total marks 100, Minimum pass mark is 40% Shall consist of structured essay type questions, multiple-choice questions and / or short answer type questions.
3. Creative, Analytical and Communicative Skills	03 Hours	Total marks 100, Minimum pass mark is 40% Shall consist of essay type questions / semi structured essay type questions

(II) Syllabus :

11. Social, Economic, Political Trends
It is expected to test the candidate's knowledge of social, economic, political, cultural, scientific and technological conditions locally and globally or his ability to think creatively, analytically and critically and the ability to decide priority and strategic projection in response to situations presented to him.
12. Managerial Aptitude
It is expected to test the candidate's skills in identifying problems and their reasons, decision making, maintaining inter-personal relationships, communicative ability, formulation of self-disciplinary policies and strategies, innate wisdom etc. in response to situations presented to him.
13. Creative, Analytical and Communicative Skills
It is expected to test the candidate's ability for reasoning and imagination in relation to the analyzing, collating and presenting of information on a topic/theme selected by the candidate from a given set of topics/ themes; and the ability to comprehend a complex passage, a piece of writing or a memorandum and express the salient ideas thereof concisely, clearly and accurately in the candidate's own words.

## 2. Specific Part for the recruitment to the Sri Lanka Accountants Service

### (I) Structure of Question Papers

<i>Question Paper</i>	<i>Duration</i>	<i>Nature of the Question Paper</i>
21. Financial and Managerial Accounting	03 Hours	Total marks 100, Minimum pass mark is 40%. This question paper shall consist of 02 parts (Marks for Part I is 60, Marks for Part II is 40)
22. Advanced Auditing and Economic Analysis	03 Hours	Total marks 100, Minimum pass mark is 40%. This question paper shall consist of 02 parts ( Marks for Part I is 60, Marks for Part II is 40)

### (II) Syllabus

#### 21. Financial and Managerial Accounting

(This question paper shall consist of 02 parts and 08 questions)

##### Part I – Financial Accounting

This part includes five (05) questions. Question one is compulsory and balance two (02) questions have to be selected out of four (04) questions. All questions carry equal marks.

##### 1. Compulsory Question

This question is to measure the candidate's ability to apply Sri Lanka Accounting Standards (SLAS). The question has five subparts, each question carries 04 marks.

Following Sri Lanka Accounting Standards are covered under this question.

- Financial Statements – LKAS 1
- Property, Plant and Equipment – LKAS 16
- Revenue – LKAS 18
- Cash Flow Statement – LKAS 7
- Inventories – LKAS 2
- Accounting Policies, Changes in accounting estimates and errors – LKAS 8
- Events after the reporting period – LKAS 10
- Leases- LKAS 17
- Income Taxes – LKAS 12
- Provisions, Contingent Liabilities and Contingent Assets – LKAS 37
- Financial Instruments – LKAS 39

##### 2. Question No. 2: Conceptual and regulatory framework for Financial Statements

Objectives of general purpose financial statements, Underlying assumptions, Qualitative characteristics of financial statements, Elements of financial statements, Recognition and measurement of elements of financial statements, Concepts of capital and capital maintenance, Provisions in Corporate governance, Companies Act and Securities and Exchange Commission regulations and rulings.

##### 3. Question No. 3: Financial Statements of Limited Liability Companies including Consolidated Financial Statements

Identify the sources of funds available for a limited liability company, prepare ledger accounts for issue and redemption of shares and debentures and prepare financial statements for the purpose of management and publication.



4. Question No.4: Preparation of Financial Statements for non-profit organizations.

5. Question No. 5: Financial statement analysis, interpretation and communication of Financial Results, and Non- financial reporting.

Part II – Managerial Accounting

This part includes three (03) questions prepared to measure the candidate's knowledge on the following areas and candidates should answer 02 questions. All questions carry equal marks.

1. Aspects of Cost Accounting  
Cost classification, Behavior, Estimation, Material and inventory control, Labour, Specific and continuous order costing
2. Cost Accounting Systems  
Absorption costing and marginal costing, Activity-based costing, Process costing, Throughput Accounting and Contemporary Management Accounting
3. Financial mathematics for business and project appraisal fundamentals Compounding, Discounting
4. Standard costing and Variance analysis
5. Mathematics for business functions
6. Budgeting and Forecasting  
Budgeting, Budget preparation and Budgetary control
7. Decision making under uncertainty  
Information for short-term and long-term decision making, Cost-volume-profit analysis, Further processing pricing and Multi-constraint decision making
8. Working Capital Management

22. Advanced Auditing and Economic Analysis

(This question paper shall consist of 02 parts and 08 questions)

Part I – Advanced Auditing

This part includes 05 questions prepared to measure the candidate's knowledge on the following areas and candidates should answer 03 questions. All questions carry equal marks.

1. Different types of audit and objectives of such audits  
Financial audit, Systems audit, Compliance audit, Value for money audit, Performance audit, Forensic audit, Internal audit, External audit, Management audit etc.
2. Audit Planning and Control  
Audit planning, timing, interim and final audit, assignments of responsibilities for functions, recording the work done including the use of internal control, preparing questionnaires and forms for evaluation of internal control.
3. Professional conduct and Ethics  
Integrity, Objectivity in gathering, Evaluating and communicating information about the audit activities, Confidentiality of information, Professionalism, Professional obligations and Competency in applying the knowledge, skills, and experience.

4. Legal rights and responsibilities.  
Legal responsibility of Accountants and Auditors and related legal provisions.
5. Techniques for risk assessment and management  
Identifying different types of risk, risk management process, techniques and tools managing risks.
6. Auditing standards  
International Standards of Auditing (ISAs) and Sri Lanka Auditing Standards (SLAuSs)
7. Functions of internal audit  
Identifying functions of internal audit, objectives of internal audit and Audit Committees
8. Evidence collection  
Identifying different evidence collection methods, Evidence collection process and ensuring the validity of the evidence.
9. Reporting functions  
Type of reports, reporting standards, structures, reporting process, audit opinions and follow-up process etc.

#### Part II – Economic Analysis

This part includes 03 questions prepared to measure the candidate's knowledge on the following areas and candidates should answer 02 questions. All questions carry equal marks.

1. Understanding Macroeconomic variables  
Identifying Macroeconomic variables and leading indexes, purpose of assessment of Macroeconomic variables, correlations among Macroeconomic variables and current Sri Lankan contexts.
2. National Income Determination and National Income Accounting  
Methods of measuring national income, Sectorial contribution of the national income, capital consumption, private consumption, national products and welfare and current Sri Lankan context.
3. International Trade and Economic Development  
Theory of international trade, International trade and economic development, Balance of Payments and exchange rate behavior and current Sri Lankan context.
4. Foreign Finance, Foreign Direct Investments, Developing countries debt, Sustainable Debt Management and current Sri Lankan context.
5. Capital and financial Market, Financial intermediaries and financial instruments.
6. Monetary Policy
7. Fiscal Policy

### 3. Specific Part for the recruitment to the Sri Lanka Planning Service

#### (I) Structure of Question Paper

<i>Question Paper</i>	<i>Duration</i>	<i>Nature of the Question Paper</i>
31. General Awareness	03 Hours	Total marks 100, Minimum pass mark is 40%. Shall consist of structured essay type questions, multiple-choice questions and / or short answer type questions.

(II) *Syllabus* :

31. General Awareness
Shall consist of the questions to test candidate's knowledge about geographical, political, economic, social and cultural environment of Sri Lanka and awareness about the matters of current national and international interests as well as scientific and technological developments.

4. Specific Part for the recruitment to the Sri Lanka Education Administrative Service

(I) Structure of Question Papers

<i>Question Paper</i>	<i>Duration</i>	<i>Nature of the Question Paper</i>
41. General Knowledge	01 Hour	Total marks 100, pass mark is 40%. Shall consist of 50 multiple choice / short answer type questions
42. Analytical Studies	1 $\frac{1}{2}$ Hours	Total marks 100, pass mark is 40%. Shall consist of objective type questions prepared based on case studies, tables, graphs and charts.

(II) *Syllabus* :

41. General Knowledge
It is expected to test the candidate's knowledge in contemporary information in local and foreign education, namely, science and technology, socio-economic setting, politics, geography, law, environment, culture and sports with more emphasis on national education policies, law, reforms and innovations, history of indigenous education and contemporary information and national and international trends in education.
42. Analytical Studies
Shall comprise of objective type questions prepared based on case studies, tables, graphs and charts to test the candidate's skills in analysis, synthesis and creativity.

*Note* : There will be no specific question papers for the recruitment to the Sri Lanka Scientific Service and the candidates shall sit only the question papers of the First Part (Common Part) of the examination.

**10.2. Interview**

(a) Sri Lanka Administrative Service

The candidates who obtain at least 40% of the marks or more out of the prescribed marks for all written question papers of the Common Part and Specific Part for the relevant service will be called for the interview according to the order of merits of the aggregate marks they obtained. The interview shall consist of two (02) parts such as General Interview and Structured Interview.

1. *General Interview* :

- (i) Of the candidates who are in the order of merit, only a number equivalent to the aggregate of the number of candidates expected to be recruited based on the number of vacancies and a 25% of the number of vacancies will be called for the general interview. If the number of qualified candidates is less than the number above, only such number of candidates who are so qualified will be called for the general interview.
- (ii) The general interview will be conducted to examine whether the qualifications for recruitment have been fulfilled and whether the applicants conform to the restrictions on eligibility. Marks will not be given at this interview.

(iii) The board of the general interview will be appointed by the Public Service Commission.

2. *Structured Interview :*

i. A structured interview will be conducted by a board of interview appointed by the Public Service Commission in accordance with the following marking scheme to measure the managerial skills, leadership qualities, communication skills and personality of the applicants. The maximum marks that can be earned at that interview will be twenty-five (25).

	<i>Subject area</i>	<i>Maximum marks</i>
01	Managerial Skills	10
02	Leadership Qualities	05
03	Communicative Skills	05
04	Personality	05
	Total	25

- ii. The applicants who proved in the general interview that they have fulfilled all qualifications for recruitment will be eligible for calling for the structured interview. Even though a certain number of applicants from among those who were called for the general interview is not qualified for the structured interview, any other applicants instead of those who were not so qualified will not be called again for a general interview.
- iii. When recruiting the expected number based on the number of vacancies, recruitments will be made to Grade III of the Sri Lanka Administrative Service in the order of merits starting from the applicant who obtained the highest marks according to the aggregate of the marks obtained at the written examination and the structured interview.

**(b) Sri Lanka Education Administrative Service**

The candidates who obtain at least 40% of the marks or more out of the prescribed marks for all question papers of the Common Part and Specific Part for the service will be called for the interview according to the order of merits of aggregate marks they obtained. The interview shall consist of two (02) parts such as General Interview and Oral Interview.

1. *General Interview :*

- (i) Of the candidates who are in the order of merit, only a number equivalent to the aggregate of the number of candidates expected to be recruited based on the number of vacancies and a 25% of the number of vacancies will be called for the general interview. If the number of qualified candidates is less than the number above, only such number of candidates who are so qualified will be called for the general interview.
- (ii) The general interview will be conducted to examine whether the qualifications for recruitment have been fulfilled and whether the applicants complied with the restrictions on eligibility. Marks will not be awarded at this interview.
- (iii) The board of general interview will be appointed by the Education Service Committee of the Public Service Commission.

2. Oral Interview :

(d) Sri Lanka Scientific Service

- (i) The oral interview will be conducted by a board of interview appointed by the Education Service Committee of the Public Service Commission to measure the ability in logical reasoning and problem solving, communication skill and personality of the applicants.
- (ii) Only the applicants who proved at the general interview that they have fulfilled all required qualifications for recruitment will be called for the oral interview.
- (iii) Criteria for which marks are awarded in the oral interview

Subject area	Maximum marks
1. Logical Reasoning and Problem Solving	10
2. Communication Skills	10
3. Personality	05
Total	25

- (iv) If there are vacancies remaining even after making appointments following the general interview and oral interview in the first round, action will be taken to fill the remaining vacancies by conducting the interviews at a second round.

(c) Sri Lanka Accountants Service and Sri Lanka Planning Service

Only a general interview will be conducted and the applicants who obtained at least 40% of marks or more out of the prescribed marks for each written question paper of the Common Part and Specific Part of the examination will be called for the interview according to the number of vacancies expected to be filled only upon the order of merit. The applicants who proved their qualifications at the interview will be selected for appointment according to the order of merits of the marks they obtained in the written examination. The board of interview will be appointed by the Public Service Commission.

The candidates who have passed the written examination of the First Part (Common Part) and fulfilled the relevant qualifications will be called for the general interview according to the order of merit of the marks obtained by them. The candidates whose qualifications have been verified at the general interview will be recruited based on the order of merits of the marks they obtained in the written examination and the order of the preferences they indicated for the posts. The board of interview will be appointed by the Public Service Commission.

- 10.3. The number to be called for the interview for recruitment to each post will be decided by the Appointing Authority subject to the criteria above.

**N. B. :-** Only attending the interview will not be considered as a completion of qualifications for granting an appointment.

- 10.4. The Commissioner General of Examinations will convey the results to all applicants who appeared for the examination, personally by post or on the website [www.results.exams.gov.lk](http://www.results.exams.gov.lk).

- 10.5. An applicant who has applied for several services will be selected for the post for which he qualifies according to the preference indicated in his application.

11. The Appointing Authority reserves the right to make decision on the matters not provided for in this notice.

12. In the event of any inconsistency or discrepancy between the texts published in this notice in Sinhala, Tamil and English languages, the Sinhala text shall prevail.

By order of the Public Service Commission with concurrence of the Education Service Committee of the Public Service Commission,

M. A. B. DAYA SENARATH,  
Secretary,  
Public Service Commission.

15th July, 2021