



PUBLIC SERVICE COMMISSION

LIMITED RECRUITMENT TO THE POST OF ASSISTANT DIRECTOR (SPORTS) OF EXECUTIVE SERVICE CATEGORY OF SPORTS OFFICERS' COMBINED SERVICE IN THE DEPARTMENT OF SPORTS DEVELOPMENT – 2021

AS directed Public Service Commission, applications are called, under the limited recruitment, from the government officers who have the following qualifications for 01 (one) post of Assistant Director(Sports) of Executive Service Category III of Sports Officers' combined service in the Department of Sports Development.

01. *Qualifications*

1.1. *Educational, Professional qualifications and experience*

- I. Should be a Supervisory Management Assistant of Sports officers' combined service in Department of Sports Development;
or
- II. Should be a Supervisory Management Assistant Technology Grade I Officer of Sports officers' combined service in the Department of Sports Development;
or
- III. Should have promoted as a Supervisory Management Assistant Technology Grade II Officer of Sports officers' combined service in the Department of Sports Development and should have obtained a Sports or Management related Degree from a university recognized by the University Grant Commission;
or
- IV. Should have completed 10 years active and satisfactory period of service in a post/posts of Sports Officers' Combined Service in the Department of Sports Development and should have obtained a Degree related to the field of Sports from a university recognized by the University Grants Commission.

Note :Relevant to the officers who have been absorbed under the clause 14 in the Service Minutes of Sports Officers' Combined Service in the Department of Sports Development, Published in the *Extra – ordinary gazette* No. 1986/2 of 26.09.2016, the date fulfilled the qualifications to be absorbed to the relevant class / grade will be considered as the date to recruitment / promotion for the relevant class / grade for the completion of qualifications in the above 1.1 (i), (ii) and (iii).

1.2. *Physical Qualifications* : Candidates should be of sound physical and mental condition to serve in any part of the island.

1.3. *Other Qualifications* :

- I Post should have been confirmed.
- II Candidate should not have been punished on disciplinary grounds in terms of Public Service Commission Circular No.01/2020.
- III Should have passed the required efficiency bar examinations.
- IV Should have obtained language proficiency at required level.
- V Should have completed all the qualifications required to the post as at the date of calling applications.

02. *Age Limit* : Not relevant

03. *Salary* : This post carries the salary scale of Rs.47,615-10X1,335-08X1,630-17x2,170-Rs.110,895/- (SL-01-2016) according to the schedule I of the Public Administration Circular No.03/2016 of 25.02.2016. In addition to this, you are entitled to the other allowances paid by the Government, from time to time to the Public Officers.

04. *Service Conditions*

- I. This post is permanent and pensionable. You shall contribute to the Widows' & Orphans' Pension Scheme or to the Widowers' & Orphans' Pension Scheme as the case may be. You are subjected to pay contributions thereof, as declared by the Government, from time to time.

- II. Those officers who are appointed to this post will be subjected to an acting period of one year.
- III. All the recruitments are subjected to conditions of the Service Minutes of the Sports Officers' Combined Service in the Department of Sports Development which was published in the extra ordinary gazette No. 1986/2 of 26.09.2016, Establishment Code, Financial Regulations of the Sri Lanka Democratic Socialist Republic and Procedural Regulations of the Public Service Commission, and amendments issued thereto from time to time.

05. Recruitment Procedure

Candidates, who have completed all the qualifications for the closing date for the application as stated in the notice, will be recruited according to the sequence of total marks in the descriptive marking scheme obtained at the competency evaluation interview, which will be conducted by an Interview Board appointed by the Public Service Commission.

Descriptive Marking Scheme

| | <i>Main Heads for Marking</i> | <i>Maximum Marks</i> | | | | | | | | | | |
|--------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|------------|----------------------------------|------------|--------------------|------------|----------------------------------------------|------------|--------------------------------------------------------|------------|----|
| 01. | <p><u>Additional Service Experience</u></p> <p>The weighted service period according to the service category/grade from the date of completion of the relevant basic qualification in the above (paragraph 1.1) to the last date of calling for applications is calculated as follow.</p> <p>(Service period of Management Assistant Technological Segment 2 service category of Sports Officers' Combined Service)+1.25x (Supervisory Management Assistant Technological Service Category Grade III of Sports Officers' Combined Service)+2.00x (Supervisory Management Assistant Technological Service Category Grade II of Sports Officers' Combined Service)+2.10x(Supervisory Management Assistant Technological Service Category Grade I of Sports Officers' Combined Service)+2.20x (Management Assistant Supra Class of Sports Officers' Combined Service)</p> <p>Maximum marks are given to the candidate who has the highest weighted service period as computed above and thereafter marks are given for the weighted service periods of other candidates proportionately.</p> <p>Note:“service period” indicates the active and satisfactory service period. According to the 14th clause of the service minutes, each service category, class / grade also includes the relevant paid period of service existed prior to absorption, mentioned in the para 1.1 above.</p> | 30 | | | | | | | | | | |
| 02. | <p><u>Additional Educational Qualifications</u></p> <p>Courses followed under Sports Administration or Management,</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">(i) For a Post Graduate Degree</td> <td style="text-align: right;">- 25 Marks</td> </tr> <tr> <td>(ii) For a Post Graduate Diploma</td> <td style="text-align: right;">- 20 Marks</td> </tr> <tr> <td>(iii) For a Degree</td> <td style="text-align: right;">- 15 Marks</td> </tr> <tr> <td>(iv) For a Diploma (Not less than 06 months)</td> <td style="text-align: right;">- 10 Marks</td> </tr> <tr> <td>(v) For a Certificate Course (Not less than 03 months)</td> <td style="text-align: right;">- 05 Marks</td> </tr> </table> <p>Note I :Marks will not be given for any preliminary qualification considered in the para 1.1 above.</p> <p>Note II: All the above qualifications should be obtained by a University recognized by the University Grant Commission or Government Training Institution or Foreign Training Institution recognized by the Government.</p> <p>Note III:When awarding marks for part-time courses, marks will be calculated considering that 1500 hours of a study are covered in a full year course.</p> | (i) For a Post Graduate Degree | - 25 Marks | (ii) For a Post Graduate Diploma | - 20 Marks | (iii) For a Degree | - 15 Marks | (iv) For a Diploma (Not less than 06 months) | - 10 Marks | (v) For a Certificate Course (Not less than 03 months) | - 05 Marks | 25 |
| (i) For a Post Graduate Degree | - 25 Marks | | | | | | | | | | | |
| (ii) For a Post Graduate Diploma | - 20 Marks | | | | | | | | | | | |
| (iii) For a Degree | - 15 Marks | | | | | | | | | | | |
| (iv) For a Diploma (Not less than 06 months) | - 10 Marks | | | | | | | | | | | |
| (v) For a Certificate Course (Not less than 03 months) | - 05 Marks | | | | | | | | | | | |

not conform to the specifications will be rejected without notice. A copy of the application may be retained with the applicant for his/her use. Applicant should himself/herself be satisfied with the application perfected by himself/herself according to the Specimen Form. Otherwise it will be rejected. Applications should be prepared as per the Specimen Form. Receipt of applications will not be acknowledged. Applicants should submit their applications prepared according to the specimen Form, appearing at the end of this notice, by registered post, on or before **25.12.2021**, to the Director General, Department of Sports Development, No. 09, Philip Gunawardane Mawatha, Colombo 07. On the top left corner of the envelope, should bear the legend “Limited recruitment to the post of Assistant Director (Sports)-2020.

N.B.-

- (a) No documents or copies of documents should be attached to the application form.
- (b) Applications of candidates who fail to produce documents when required to do so will not be considered.

07. Providing bogus information

If any of the information provided in the application found to be false or incorrect, before recruitment to the post, your candidature will be cancelled, and if such information was found to be incorrect or false after recruitment, action will be taken to dismiss from the post, subject to the relevant procedure.

- 08. Procedural rules and Regulations of the Public Service Commission, circulars with regard to the Public Service issued from time to time as well as the Service Minute relevant to Grade III of executive service category and the amendments made thereto are relevant to the post.
- 09. Any matter not mentioned in this gazette notification should be dealt with the final decision of the Public Service Commission and the Public Service Commission will reach a final decision as regards filling of vacancies or not filling vacancies or filling a portion of vacancies.

By the order of the Public Service Commission,

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W.M. Anuradha Wijekoon
Secretary,
Ministry of Youth and Sports,
No. 09,
Philip Gunawardane Mawatha,
Colombo 07.

**Ministry of Youth and Sports
Department of Sports Development**

**APPLICATION FOR THE LIMITED RECRUITMENT TO THE POST OF ASSISTANT DIRECTOR
(SPORTS) OF EXECUTIVE CATEGORY GRADE III (SL – 1 – 2016) OF SPORTS OFFICERS’ COMBINED
SERVICE IN THE DEPARTMENT OF SPORTS DEVELOPMENT**

01.

- I. Name with initials :
 - a. In Sinhala :
 - b. In English :
- II. Names denoted by initials :
 - a. In Sinhala :
 - b. In English:

02.

- I. Private Address :
- II. Official address:
- III. Telephone No. : Mobile : Office :

03. Gender :

Write in the relevant box :

Male - 0
 Female - 1

04. National Identity Card No.:

05. Date of Birth : Year : Month : Date :

06. Age as at/...../2021 Years:..... Months:..... Days:.....

07.

- a. Have you completed all the qualifications stated in the para 1.1. of the notice of calling applications for the date of calling applications?
- b. State under which category you are qualified in para 1.1. (I, III or IV) (Indicate the qualification acquired first)

c. If you are qualified under category III or IV of 1.1., submit information below.

- I. Degree :
- II. Date of Graduation :
- III. University / Institute :
- IV. Registered No. :
- V. External / Internal :
- VI. Subjects :

- d. Present post :
- Grade :
- Date of Appointment to the present post :
- Date of confirmation in that post :
- Salary code and salary scale :

08. Efficiency Bar examinations :

| <i>Efficiency Bar examinations</i> | <i>Date to be got through</i> | <i>Date got through</i> | <i>If grace period is granted duration of grace period and No. & date of the letter</i> | <i>If released No. & date of the letter</i> |
|------------------------------------|-------------------------------|-------------------------|---------------------------------------------------------------------------------------------|-------------------------------------------------|
| | | | | |
| | | | | |
| | | | | |

09. Details of Half Pay/No pay leave :

| <i>Half pay or No pay</i> | <i>Date commenced</i> | <i>Date of conclusion</i> | <i>Time period (Years, months, Days)</i> |
|---------------------------|-----------------------|---------------------------|------------------------------------------|
| | | | |
| | | | |
| | | | |

10. Whether found guilty of any disciplinary action within your service period? Yes/ No

11. If yes for the above, No. and date of the disciplinary order

.....

12. Indicate the active and satisfactory service periods in the table below.

12.1 After absorption to the Service Minutes No. 1986/2 of 26.09.2016 :

| <i>Serial No.</i> | <i>Service/Grade</i> | <i>Date of appointment/ Promotion/ Absorption</i> | <i>active and satisfactory service period (Years/Months/Days)</i> |
|-------------------|----------------------|---------------------------------------------------|-------------------------------------------------------------------|
| | | | |
| | | | |
| | | | |
| | | | |

12.2 Before absorption to the Service Minutes No. 1986/2 of 26.09.2016 :

| <i>Serial No.</i> | <i>Service/Grade</i> | <i>Date of appointment/ Promotion/ Absorption</i> | <i>active and satisfactory service period (Years/Months/Days)</i> |
|-------------------|----------------------|---------------------------------------------------|-------------------------------------------------------------------|
| | | | |
| | | | |
| | | | |
| | | | |

13. Additional Educational Qualifications :

| <i>Serial No.</i> | <i>Qualifications</i> | <i>University/ institution obtained</i> | <i>Effective Date</i> |
|-------------------|-----------------------|-----------------------------------------|-----------------------|
| | | | |
| | | | |
| | | | |

14. Special skills performed in the posts of Sports Coach and Headquarters Sports Officer :

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15. Additional Professional Qualifications :

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16. Confirm the information below :

- I. Whether earned all requisite increments within 05 year immediately preceding.
Yes/No
- II. Whether found guilty of any disciplinary action according to Public Service Commission's Circular No.01/2020, within 05 year immediately preceding.
- III. Whether obtain half pay or no pay leave within the service period.

17. Applicant's Certificate :

I do hereby certify that the information provided in this application is true and accurate. I am aware that, I will be liable to disqualified to be recruited to this post and dismissed in the event such information is found to be false after appointment.

Date :

.....,

Signature of the applicant.

18. Should be completed by the Head of the Department.

1. Whether this officer has been subjected to any disciplinary actions within 05 years immediately preceding actions are not begging instituted against him/ her at present? Yes / No
2. If "yes" state information.
3. Has he/ she obtained no pay leave during his / her service period? Yes / No
4. If "yes" write down the information on no pay leave obtained in the period of service.
.....
5. I certify that this officer has earned/ not earned all the increments within 05 years immediately preceding as at the date of calling application.

As Mr./ Mrs./ Miss. who is serving at this Department as a has completed/ not completed all the required qualifications relevant for applying to the post of Assistant Director (Sports) of Executive Service Category, Grade III (SL – 1 – 2016) of Sports Officers' Combined Service in the Department of Sports Development, I hereby recommended / not recommended this application.

Date :

.....,

Signature of Head of Department.

(Official Frank)