

## DEPARTMENT OF AGRICULTURE - WESTERN PROVINCIAL COUNCIL

### **Training Course of National Vocational Qualifications (NVQ) 4 for "Field Assistant (Agricultural Extension)" simultaneous to the one year Vocational Agriculture Training Course conducted in District Agriculture Training Centres at Homagama (Male) and Walpita (Female) - 2025**

APPLICATIONS are called to recruit students for the above training course by the Provincial Director of Agriculture, Western Province. The course will be conducted in Sinhala medium. This course is aimed at those who intend either to engage in employment opportunities in agricultural sector or operate on the basis of self-employment.

#### 02. Nature of the Course :

- Certificates will be awarded by the Department of Agriculture of Western Province to the students who successfully complete this course which will be conducted as a practical and theoretical training.
- Further, the Tertiary and Vocational Education Commission Provides opportunities to obtain Certificates of National Vocational Qualifications (NVQ) 4.
- The subjects of the course are as follows.

In relation to NVQ 4 course

- A - 01S003M01 - Fundamentals of Agriculture
  - A - 01S003M02 - Establishment and Maintenance of Paddy and Other Grains
  - A - 01S003M03 - Establishment and Maintenance of Other Field Crops (OFC)
  - A - 01S003M04 - Establishment and Maintenance of Horticultural Crops
  - A - 01S003M05 - Harvesting and Primary Processing
  - A - 01S003M06 - Maintenance of Farm Machines, Equipment and Tools.
  - A - 01S003M07 - Implementation of Agricultural Extension Programmes.
  - A - 01S003BM01 - Communication Skills for Workplaces
  - A - 01S003BM02 - Language Literacy and Numeracy
  - A - 01S003BM03 - Team Work
  - A - 01S003BM04 - Occupational Health and Practice of Safety Procedures
- Modules from i - vi and viii-xi are the modules relevant for the Field Assistant (Agriculture) Course.

In addition to this, Animal Husbandry, Home Economics, Agricultural Entrepreneurship Development, Agricultural Engineering Techniques, Agricultural Crop Technology and Agricultural Principles are included in relation to One Year Vocational Agricultural Training (VAT).

- In presenting this training course through the aforesaid subjects, familiarization in the latest findings relating to the development of modern agricultural technology (e.g. Post-harvest technology, Greenhouse cultivation methods), strategies of self-employment (e.g. Landscaping, Farm accounts, maintenance of farm equipment and training in tractor driving) and a training on modern methods of processing information (e.g. operating computers) will be provided to students, Enhancing English knowledge of students and an understanding of the contemporary agricultural policies will also be provided.
- In addition to this, the students will get the opportunity to participate in the group activity programmes such as Certificate and Prize Awarding Ceremony of the previous batch, Sinhala New Year Festival and Annual Pirith Chanting Ceremony.

**03. Procedure of the Course :**

- The course which continues over a period of one year consists of three terms. Written and practical tests are conducted at the end of the second terms, that is, after the completion of studying the modules. Further continuous assessments are carried out during this period of studying the module. Educational trips are organized for the first and the second terms. During the third term, each student is joined with an external agricultural business/ institution, based on their chosen subject areas and should receive industrial training accordingly. With the completion of that task, final assessments will be conducted. It is compulsory to complete 85% of attendance to the course. Certificates will be awarded by the Department of Agriculture of Western Province to the students who successfully complete the course. Further, Tertiary and Vocational Education Commission provides opportunities for these students to obtain Certificates of National Vocational Qualifications (NVQ) 4 “Filed Assistant” (Agriculture Extension).

**04. Scheme of Recruitment**

**04.1 Educational Qualifications :**

1. Passing six subjects including Religion, Sinhala Language (Language and Literature), Mathematics and Science at the General Certificate of Education (Ordinary Level) Examination with 02 Credit Passes in not more than two sittings.

**04.2 Other Qualifications :**

- I. Should be a citizen of Sri Lanka.
- II. All applicants should be between the ages of 17-25 years as at the date of calling applications.
- III. Applicants should be unmarried persons and they should remain unmarried throughout the course period of 01 year.
- IV. Should be of sound physical condition to be engaged in practical agriculture.  
(A Certificate obtained from a Government Medical Officer should be produced at the registration for the course as a proof)
- V. The applicants who have fulfilled the qualifications will be selected from an written test and/ or an interview conducted by the Director of Agriculture of Western Province.
- VI. Preference will be given to persons who are engaged in agriculture and are prepared to continue it as a vocation ;
- VII. Permanent residency should be confirmed by a Certificate on Residence obtained from the Grama Niladhari of the Division in which the applicant resides.

Applications are called from qualified applicants of all provinces of Sri Lanka and residents of the Western Province are particularly encouraged to apply.

**05. Incentive allowance for the Training Course :**

- i. An incentive allowance of Five Hundred Rupees (Rs. 500/-) will be paid to the trainees per each day of attending to the course during the training period.
- ii. In addition to that, food and beverages or any other allowance will not be given.
- iii. Accommodation Facilities will be provided free of charge to all students during the training period.

**06. Procedure to be followed in participating the training course :**

- i. A deposit of One Thousand Rupees (Rs. 1,000/-) refundable to the trainees at the end of the course should be furnished.

- ii. Should furnish a security bond of Ten Thousand Rupees (Rs. 10,000/-) signed by a Public Officer of staff grade or two Public Officers of non staff grade to guarantee that the trainee will not vacate the course after registering for the training.
  - iii. It is specially emphasized that neither the Western Provincial Council nor the Department of Agriculture of Western Province is obliged to provide employment after the completion of the training.
  - iv. Should declare in writing that the agree trainee to the general rules and regulations conducted by the Training Institute during the training period.
  - v. The Authorities will take actions to cancel the studentship of those who engage in any act of indiscipline and any act against the rules and regulations during the training period.
07. Applications prepared on a sheet of paper sized 8 1/2 x 12 inches (A4) using both sides and in accordance with the specimen form appended, should be sent by registered post to the address “Provincial Director of Agriculture (Western Province), Provincial Department of Agriculture, 7th Floor, No. 204, Denzil Kobbekaduwa Mawatha, Battaramulla” or to the e-mail address [pdagriwp@gmail.com](mailto:pdagriwp@gmail.com) on or before **07.11.2024** annexed with a certified copy of the results sheet of the G.C.E. (O/L) Examination. You can visit our web site <https://agridept.wp.gov.lk> to get more details in this regard and to forward your applications through online method.

On the top left-hand corner of the envelop enclosing the application, “**One-year Vocational Agricultural Training Programme for year 2024**” should be written when you forward the application by Registered Post. It should be stated as “NVQ 4 - 2025 Application” when it is forwarded by e-mail.

- i. The decision of the Provincial Director of Agriculture (W.P.) will be the final decision regarding the recruitment.
- ii. Applications which are incomplete or not in order will be rejected without any notice.
- iii. Only a limited number of selected applicants will be called for the interview.

**Documents to be produced in the interview.**

- i. It is compulsory to produce the School Leaving Certificate at the interview since only school leavers will be considered for selection.
- ii. Two character-certificates obtained recently as one from the school in which the applicant has studied and the other from a religious leader of the area or a recognized public officer, Educational Qualifications (results-sheet of the G.C.E. (O/L) Examination issued by the Sri Lanka Examinations Department) and relevant certificates for other qualifications should be produced.
- iii. National Identity Card.
- iv. You have to bring originals of the certificates and documents mentioned above along with certified copies of the same to be presented at the interview.

**Documents to be produced at the registration**

- i. The medical certificate obtained from a Government Medical Officer to confirm that the applicant is of sound physical condition to engage in practical agriculture.

S. B. A. M. A. M. GUNAWARDANA,  
Provincial Director of Agriculture,  
Western Province.

Provincial Director of Agriculture (W.P.),  
Office of the Provincial Director of Agriculture,  
Western Provincial Council,  
7th Floor, No. 204,  
Denzil Kobbekaduwa Mawatha,  
Battaramulla.  
29th of August, 2024.



Contact No. : 

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**14. Educational Qualifications :**

(a) General Certificate of Education (O/L) Examination

First Attempt : (Year .....

Index No. : (.....)

<i>Subjects Passed</i>	<i>Grade</i>	<i>Subjects Passed</i>	<i>Grade</i>
1.		6.	
2.		7.	
3.		8.	
4.		9.	
5.		10.	

(b) General Certificate of Education (O/L) Examination :

Second Attempt (Year : .....

Index No. : (.....)

<i>Subjects Passed</i>	<i>Grade</i>	<i>Subjects Passed</i>	<i>Grade</i>
1.		6.	
2.		7.	
3.		8.	
4.		9.	
5.		10.	

(c) General Certificate of Education (A/L) Examination : (Year : .....

Index No. : (.....)

<i>Subjects Passed</i>	<i>Grade</i>
1.	
2.	
3.	
4.	

15. Other extra qualifications and extra-curricular activities :

- I.
- II.
- III.

16. Have you been selected for a course of a Higher Education Institute/Technical College/Institute ? If so, give details.

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I do hereby certify that the information given above are true and accurate. I am aware that my studentship is liable to be cancelled without any inquiry after selecting me for the course, if any of the information given here are found to be incorrect.

.....  
Date

.....,  
Signature of the Applicant.