

Department of Export Agriculture

Recruitment for the posts of Labourer, Watcher and Circuit Keeper - Grade III **(Salary Scale - PL-I)**

Applications are hereby invited from qualified citizens of Sri Lanka, to fill the vacancies in the posts of Labourer & Watcher and in the post of Circuit Keeper in Grade III in the Department of Export Agriculture.

01. Method of Recruitment

The recruitment will be made from among the candidates who have satisfied the requirements mentioned in the gazette notification based on marks obtained at the structured interview conducted by a board of interview appointed by the Director General of Department of Export Agriculture, as per the number of vacancies existing. The structured interview will be conducted in accordance with the Recruitment Procedure approved by the Public Service Commission.

02. Qualifications

(i) *Educational Qualifications*

The candidate should have passed the G.C.E. (O/L) examination in 06 Subjects with at least 02 credits in not more than two sittings.

(ii) *Professional Qualifications*

Career related qualifications in the relevant field will be considered as a special qualification.

(iii) *Experience*

Experience in the relevant field will be considered as a special qualification.

(iv) *Physical fitness*

Every candidate should be in good mental and physical order to serve in any part of the island and to discharge the duties and functions of the post.

(v) *Other*

- ❖ All the Applicants should be citizens of Sri Lanka.
- ❖ Applicants should bear an excellent moral character.
- ❖ Applicants should have fulfilled all qualifications required for recruitment to the post at the closing date of applications.
- ❖ The list of districts where vacancies exist is given below.

List of Districts with vacancies

Labourer

Kandy
Matale
Matara
Gampaha
Kurunegala
Kalutara
Ratnapura
Hambantota
Badulla
Colombo

Watcher

Kandy
Matale
Nuwara-eliya
Kegalle
Colombo
Kalutara
Galle
Kurunegala
Gampaha

Circuit Keeper

Nuwara-eliya
Matara

03. Terms of Engagement and Conditions of Service

- (i) This post is permanent and pensionable. The selected candidates will be required to make contributions to the Widows'/Widowers' and Orphans' Pension Scheme.
- (ii) The appointment is subject to a probationary period of 03 years.
- (iii) This appointment is subject to the Procedural Rules of the Public Service Commission published in the Extraordinary Gazette of the Democratic Socialist Republic of Sri Lanka No. 1,589/30 dated 20.02.2009 and the provisions of the Establishment Code.

04. Age Limit

Candidates should not be less than 18 years of age and not more than 45 years of age as at the closing date of applications.

05. Salary Scale

This post is entitled to a monthly salary scale of Rs. 11730-10X120-10X130-10X145-12X160-17600/=

06. Marks for the structured interview will be given based on the marking scheme given below :

01. Additional Educational Qualifications	30
02. Career-related Qualifications	30
03. Experience	35
04. Skills shown at the interview	05
Total Marks	<u>100</u>

Note:

- (i) Only qualified candidates who have submitted complete applications in every respect will be called for the interview.
- (ii) Originals and duly certified copies of all the certificates should be submitted at the interview.

07. Identity of Candidates

The following documents will be accepted to prove the identity of candidates at the structured interview.

- (i) National Identity card issued by the Commissioner of Persons Registration.
- (ii) Valid Passport.
- (iii) Valid Driving License.

08. (a) Applications should be sent under registered cover to reach the following address on or before 15.11.2013. Applications received after the closing date of applications mentioned above will be rejected.

**Director General
Department of Export Agriculture
1095, Kandy Road, Getambe
Peradeniya.**

(b) A specimen of the application form is given at the end of the notification. Applications should be prepared on A4 papers to have No. 01-04 on the 1st page and No. 05-10 on the 2nd page and should be filled in candidate's own handwriting.

(c) It should be noted as "Application for the recruitment to the post of Labourer/Watcher/Circuit Keeper (Grade III) in the Department of Export Agriculture" on the top left hand corner of the envelope containing the application.

(d) One application can be forwarded for one of the above posts only. If you wish to apply for more than one post, you should submit separate applications for each of the posts you are applying for.

(e) Candidate's signature on the application should be attested by the a Principal of a Government School/Justice of Peace/Commissioner for Oaths/Attorney at law/Notary Public/Commanded Officer in Tri Forces or a Public Officer holding permanent post in the government drawing a consolidated monthly salary of Rs. 22,935.

(f) The candidates who are already in Public Service should forward their application through the Head of Department.

(g) The applications which are not in conformity with the specimen given will be rejected. No complaint with respect to loss or delay of applications will be accepted.

09. Furnishing Inaccurate Details

If any of the particulars furnished by you in the application form is found to be false or erroneous before the recruitment, your candidature will be cancelled.

If such false or erroneous particulars are revealed after the recruitment, actions will be taken to dismiss from the service subject to the relevant procedures.

By order of the Public Service Commission,
Director General
Department of Export Agriculture
1095, Kandy Road
Getambe
Peradeniya.

SPECIMENT APPLICATION FORM

(For Office Use Only)

Department of Export Agriculture

Recruitment for the post of Labourer/ Watcher/ Circuit Keeper (Grade III)

Language Medium applied :- Sinhala Tamil English

01. (i). Name with Initials, with initial at the end :-
(In English Capital Letters)
ex :- SILVA , G.A
- (ii). Names denoted by initials :-
- (iii). Full name :-

02. (i). Personal Address :-.....
- (ii). Address to which the interview calling letter should be send :-
.....

03. (i). Gender Male Female
- (ii). Nationality Sinhala Tamil Indian Tamil
 Muslim Other

(iii). National Identity Card Number :-

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- (iv). District :-
- (v). Division :-

04. (i). Date of Birth :-

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Year Month Date

(ii). Age as at06.2013

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Year Months Days

(iii). Marital States :- Singal marrie

(Write the relevant number in the cage)

05. (i). Educational Qualifications
G.C.E. (O/L)

Year	Subject	Grade	Year	Subject	Grade

(ii). Other :-

(iii). **Please attach copies of education certificates to prove the above qualifications**

06. Career – related Qualifications :-

07. Experience :-

08. Applicant’s Declaration :-

(අ). I solemnly declare that the information furnished by me in this application is true & correct to the best of my knowledge.

(ආ). I am aware that if any particulars contained here in are found to be false or erroneous, I am liable to disqualification, if detected before selection and to dismissal if detected after appointment.

.....
 Signature of the Applicant

Date :-

09. Attestation of the Signature:

I certify that Mr/Mrs/Ms Is personally known to me and she/he placed her/ his signature in my presence on this Day of 2013.

.....
 Signature of the Attestor

Full Name of the Attestor:

Title :-

Address :-

Date :-

10. Certificate of the Head of the Department : (If the Applicant is in public service)

I hereby inform that the information furnished by the applicant in this application had been check by me & I found them to be true and accurate. I further acknowledge that her/ his performance, attendance and conduct of behavior is satisfactory and she/ he can/ cannot be relased if selected for this post.

.....
 Signature of the Head of the Department

Designation :-

Date :-