

**Open Competitive Examination for Recruitment to the post of Technical Officer  
(Building Renovations and Maintenance) of the Management Assistant Supervisory  
Technical Category (MN - 03 - 2016) at the Department of Government Information -  
2017**

Applications are called from qualified male/female candidates for recruitment to 01 post of Technical Officer (Building Renovations and Maintenance) of the Supervision Management Assistant (Technical) Category (MN - 03 - 2016) at the Department of Government Information under the open stream.

01. Qualified candidates selected upon the rank obtained in a written examination, which will be held by an institution approved by the Director General of Government Information, would be appointed to the post of Technical Officer (Building Renovations and Maintenance).

02. Educational and Professional Qualifications:-

<b>Post</b>	<b>Technical Officer (Building Renovations and Maintenance)</b>
Educational Qualifications	<p>I. Shall pass G.C.E. (A/L) in one sitting in three science subjects including Physics/Chemistry</p> <p>II. Shall pass G.C.E. (O/L) in six subjects in one sitting with credit passes for Sinhala/Tamil/English, Science, Mathematics and another subject.</p>
Professional Qualifications	<p>National Diploma in Technology awarded by the University of Moratuwa or Hardy Institute, Ampara, or the National Diploma in Engineering Science awarded by the National Apprentice and Industrial Training Authority</p> <p>or</p> <p>Higher National Diploma in Engineering awarded by the Ministry of Education and Higher Education</p> <p>or</p> <p>Diploma in Technology awarded by the Open University of Sri Lanka</p> <p>or</p> <p>Successfully completing the part 1 of the Engineering Examination conducted by the Institute of Engineers Sri Lanka</p> <p>or</p> <p>Successfully complete the qualification in NVQ level 6 related to building renovation and maintenance (Civil Engineering)</p> <p>or</p> <p>Other technical qualifications accepted as equivalent to above qualifications by the Tertiary and Vocational Education Commission after consultation with above certificate offering institutes,</p>

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03. Physical Qualifications: -

Each candidate should be physically and mentally fit to serve in any part of Sri Lanka and to discharge duties of the post.

04. Other Qualifications: -

- Should be a citizen of Sri Lanka
- Should possess an excellent character
- Should have obtained all qualifications mentioned above that require to be appointed to the post before the date mentioned in the vacancy notice/gazette.

05. Age: - Should not be less than 18 years and not over 30 years of age on the closing date of applications.

06. Method of Recruitment: - Recruitments will be made on results of a written examination and a general interview.

07. Written Examination:-

This examination will be held in Sinhala and Tamil mediums by an institution approved by the Director General of Government Information only in Colombo.

	<b>Subject</b>	<b>Syllabus</b>	<b>Time</b>	<b>Total Marks</b>	<b>Pass Mark</b>
01	Intelligence Test	Consists of multiple-choice questions to assess the logical thinking, analytical thinking and decision-making ability of the candidate.	01 hour	100	40
02	General Paper (Subject wise technical examination)	Consists of multiple-choice and structured questions relevant to the posts	01 hour	100	40

08. General Interview: - An interview board appointed by the Director General of Government Information will only examine qualifications and no marks will be granted in the interview.

09. Salary Scale:

Rs. 31,040 – 10 x 445 – 11 x 660 – 10 x 730 - 10 x 750 – Rs. 57,550/-

10. Conditions of the Service:-

- Recruited officer should agree to serve in any part of the island.
- The post is permanent and pensionable.
- Appointed candidate should contribute to the Widows and Orphans Pension Scheme

11. Applications should be prepared according to the specimen form of Application given at the end of this notice using both sides of an A4 sheet by including No 1 to 5 in the first page and rest in second and third pages. Application should be prepared in the respected medium, which the candidate is expecting to sit for the examination. Applications that do not comply with directions of this notice will be rejected.

12. Reception of Applications will not be informed to the candidate. Applications received after the closing date will not be accepted.

13. Eligible candidates will be called for the examination and will be informed to the address stated in the application before two weeks of the examination.

I. Complaints on misplacements or delays in the post are not entertained.

II. Complaints regarding applications sent to other addresses apart “Director General of Government Information, Department of Government Information, No 163, Kirulapona Avenue, Colombo 05” will not be entertained.

III. Candidates who are already in the public service should apply through their respective heads of institutions. The Head of the institution should certify that the candidate would be released from his existing post after being selected.

IV. It will be useful to keep a photocopy of the application.

V. Sending an Admission Card does not mean that, the candidate has been considered as fulfilled his qualifications.

14. If a candidate does not receive the admission card prior to 07 days to the date of examination, inform “Director General of Government Information, Department of Government Information, No 163, Kirulapona Avenue, Colombo 05” with following details (Telephone – 0112514266, Fax - 011-2514092).

- Request Letter
- Name of the Examination
- Full name of candidate
- National Identity Card Number
- Postal address of the candidate
- Photocopy of the Application

- Post office, registration number and the date which the application was posted
- Photocopy of the receipt which examination fees has been paid
- Fax number of the candidate, which the Admission Card is to be sent.

#### 15. Method of Application:-

- Applications prepared according to the following specimen should be sent by registered post to reach “Director General of Government Information, Department of Government Information, No 163, Kirulapona Avenue, Colombo 05” before 3<sup>rd</sup> / March /2017. Cite, “Open Competitive Examination for Recruitment to the post of Technical Officer (Building Renovation and Maintenance)” on the top left hand corner of the envelope, in which the application form is enclosed.
- Closing date for sending applications is 3rd / March/2017.
- Each candidate should pay an examination fee of Rs. 1000.00 by a Money Order addressed to Director General of Government Information, Department of Government Information, No 163, Kirulapona Avenue, Colombo 05, payable at the General Post Office, Colombo. Examination fees will not be refunded under any circumstances.

#### 14. Attestation of Signature:-

Candidate’s signature should be attested by an officer in the Sri Lanka Administrative Service/Sri Lanka Education Administrative Service/Sri Lanka Accountant’s Service/ a Principal of a government school / Justice of the Peace / Attorney at Law or a Government Officer in Tertiary or Senior Level according to the service categorization in the Public Administration Circular No. 06/2006.

#### Note –

- ❖ Candidate should certify that questionnaire of the application is duly filled in and all particulars are given correct.
- ❖ Certified copies of relevant certificates should be attached.
- ❖ Every Officer recruited accordingly shall be subject to general conditions governing public officers, Procedural Rules of the Public Service Commission of the Democratic Socialist Republic of Sri Lanka, provisions of the Establishments Code, policies enacted by the Department of Government Information, Financial

Regulations, other Government Regulations and orders made by the government from time to time.

- ❖ The Director General of Government Information has the inclusive authority of filling all or a decided quantity of vacancies.
- ❖ Decision of the Director General of Government Information is the final decision on any matter not covered by this notification and on any doubtful matter regarding recruitment to these posts. In case of any inconsistency among the Sinhala, Tamil and English versions of the gazette notification, the Sinhala text shall prevail.

Dr. Ranga Kalansooriya  
Director General of Government Information

On 13<sup>th</sup> day of Month January of 2017  
Department of Government Information  
No 163, Kirulapona Avenue, Colombo

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(Building Renovations and Maintenance) of the Management Assistant Supervisory  
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2017**

Field Applying for:-

Medium of the Examination

Sinhala- 01

Tamil - 02

(Write the relevant number in the cage)

01. 1.1 Name with Initials: **Mr./Mrs./Miss.**.....

(In English Block Letters. E.g. - **Mr./Mrs./Miss. SILVA A. B.**)

1.2 Name in full: .....

(In English Block Letters)

1.3 Name in Full: .....

(In Sinhala/Tamil)

02. 2.1 Address (Personal): .....

(In English Block Letters)

2.2 Address (Personal): ..... (In

Sinhala/Tamil)

02. 3.1 Date of Birth:

Year     Month   Date

3.2 Age as at closing date

Years   Months   Days

04. National Identity Card No: .....

05. Gender: .....

06. Educational Qualifications:

(a) G.C.E. O\L Examination:

Year: ..... Index No: .....

Subject	Grade
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	

(b) G.C.E. A\L Examination:

Year: ..... Index No: .....

Subject	Grade
1.	
2.	
3.	

07. Professional Qualifications/Technical Qualifications:

7.1 Obtained Degree/Diploma

7.2 Institution which the Degree/Diploma was awarded :

7.3 Date of validity of the Degree/Diploma :

08. Other Qualifications and Experience: .....

09. Particulars of the receipt, which the examination fee is paid:

- i. The office to which the examination fee is paid: .....
- ii. Receipt No and Date: .....
- iii. Paid Amount: .....

Paste the Receipt here as not to be detached. Rs. 1000/-

10. Certification of the applicant:

I declare that the information given herein are true and correct to the best of my knowledge and belief. I am also aware if I have provided any false information, my candidature will be cancelled before or after the examination and if so found after selection I am liable to be dismissed from the service.

Date : .....

.....  
Signature of the Applicant

09. Attestation of the signature of the Applicant:

I certify that Mr. / Mrs. / Miss. .... is known to me personally and he/ she placed his / her signature in my presence on.....

.....  
Signature of the attesting officer

Name in full:- .....

Designation:- .....

Official Stamp:- .....