

**Open Competitive Examination for Recruitment to Grade II of Class 2 of
Sri Lanka Information and Communication Technology Service - 2018**

- 1.0 Applications are hereby called from qualified citizens of Sri Lanka for the open competitive examination for recruitment to the posts in Grade II of Class 2 of Sri Lanka Information and Communication Technology Service, which will be held by the Commissioner General of Examinations in Colombo in the month of **August** 2018.
- 2.0 Candidates who satisfy the prescribed qualifications will be selected on merit for appointment to the posts in Grade II of Class 2 of Sri Lanka Information and Communication Technology Service on the results of a written examination to be conducted by the Commissioner General of Examination.
- 3.0 Number of vacancies expected to be filled is **102**. Effective date of appointments will be determined by the appointing authority. Further, the appointing authority reserves the right to refrain from filling any or all of the vacancies.
- 4.0 Three percent (3%) of the number of vacancies filled by this examination will be reserved for persons with disabilities. Only 3% of the persons with disabilities who secure highest marks in the examination and qualify will be selected for appointments. The minimum level of marks candidates should score to be selected for appointment is 50%. A candidate selected for an appointment will be referred to a Special Medical Board and, by a report obtained from a medical specialist; he/she should establish the disablement and the fact that, it does not hinder performance of duties of the respective post.
- 5.0 Salary :- In terms of Public Administration Circular No. 03/2016 (MN-06-2016) dated 25.02.2016, monthly salary scale entitled to Grade 2- II and 2- I of Sri Lanka Information and Communication Technology Service is Rs.36,585-10x660-11x755-15x930-Rs.65,440/=

Note: You will be entitled to the said salary from 01.01.2020. Until such time salary will be paid in terms of the provisions of schedule II of the above circular.

- 6.0 This post is permanent. The pension, to which the officers who are selected from this examination to Grade II of Class 2 of Sri Lanka Information and Communication Technology Service are entitled, will be determined as per the policy decisions taken by the Government with regard to the pension scheme in future.
- 7.0 Qualifications: - Following qualifications are applicable for the recruitment to the posts in Grade II of class 2 of Sri Lanka Information and Communication Technology Service.
- (a) Shall be a citizen of Sri Lanka.
- (b) Shall be not less than 21 years and not more than 35 years of age on the closing date of applications. (Accordingly, only the persons whose birthdays fall on or before **11.06.1997** and on or after **11.06.1983** are qualified to apply for this examination.)

Note:- When the officers in permanent posts of the Public Service are recruited through this examination, maximum age limit is considered as 45 years only at this instance. Therefore, only the officers who are serving at a permanent post in the Public Service and whose birthday is on **11.06.1997** or before or **11.06.1973** or later can apply for this.

- (c) Shall have an excellent character.
- (d) All the candidates shall have the physical and mental fitness to serve in any part of Sri Lanka and to perform the duties of the post.
- (e) Educational qualifications:
- (1) Shall have obtained a degree in Computer Science/ Information Technology from a University recognized by the University Grants Commission or a Degree Awarding Institution recognized by the University Grants Commission.

or

- (2) i. Shall have obtained a degree with Computer Science/ Information Technology as a major subject from a University recognized by the University Grants Commission or a Degree Awarding Institution recognized by the University Grants Commission (at least 1/3 of the degree should be comprised of Computer Science/ Information Technology)

and

ii. Shall have obtained a post graduate diploma in Computer Science/ Information Technology from a University recognized by the University Grants Commission or a Degree Awarding Institution recognized by the University Grants Commission
or

- (3) i. Shall have obtained a degree from a University recognized by the University Grants Commission or a Degree Awarding Institution recognized by the University Grants Commission

and

ii. Shall have obtained a post graduate degree in Computer Science/ Information Technology from a University recognized by the University Grants Commission or a Degree Awarding Institution recognized by the University Grants Commission

or

- (4) i. Shall have obtained the certificate of NVQ which is equivalent to level seven (7) or above NVQ certificate on Information Technology recognized by the Tertiary and Vocational Education Commission.

and

ii. Shall have professional experience of two (02) years in the relevant field.

Note:

- (I) Original copies of the relevant certificates should be produced at the interview in order to prove the professional experience mentioned in 7.0 (e) 4 (ii).

Professional experience obtained when engaged in a certain employment in private sector should be proved by a letter containing the business registration number of the institution and EPF number of the employee and the relevant letters of appointment.

If professional experience has been obtained when engaged in an employment in public sector, it should be proved by the letters certified by the respective Head of the department and the duty lists.

- (II) It is compulsory for every applicant to have satisfied the relevant qualifications on or before the closing date of applications.

8.0 Scheme of the examination and syllabus:-

8.1 The examination will consist of three papers. This examination will be held in Sinhala, Tamil and English medium. Candidates will not be allowed to change the language medium applied once it is selected.

8.2 Subjects and the marks allocated for each subject are mentioned below.

Subjects	Duration	Maximum Marks	Pass Marks
(01) Information and Communication Technology	2 hours	100	40
(02) Aptitude	1 hour	100	40
(03) General Intelligence	1 hour	100	40

8.3 (01) Information and Communication Technology

The paper shall consist to thoroughly measure the knowledge and ability on supervision in the fields such as principles on Information and Communication Technology, Computer architecture and operating systems/ software, hardware, knowledge on Information and Communication Technology for the productive implementation of the e-government concept, knowledge on system analysis, design, testing, implementation and maintenance, knowledge on creating and maintaining data base, hardware, data communication and computer network, internet, designing websites and new internet services, e-mail, life cycle of the projects of Information and Communication Technology. This paper shall consist with multiple choice questions, questions with short answers and structured questions. All the questions should be answered. 6

(02) Aptitude test:

The paper shall consist of questions to measure the ability on statistics and critical reasoning. The question paper shall consist of fifty (50) questions of multiple choice and short answers and all the questions should be answered.

(03) General Intelligence

It is expected to assess the level of intelligence of the candidate in analytical skills, logical comprehension, interpretative ability, ability in application to other situations and arriving at conclusions, in response to problems presented in relation to numerical, lingual and figurative structure and inter- relations. Question paper shall consist of questions of multiple choice and short answers and all the questions should be answered.

Note: These question papers have been designed to test the competency and skills of the candidate for the duties of the service. Even though this is a competitive examination, a candidate is required to obtain at least 40% of marks allocated for each subject whilst obtaining at least 50% of the total marks. Marks will be deducted in every answer sheet for illegible handwriting and spelling mistakes. Appointments shall strictly be made on the order of the marks scored in order to fill the number of vacancies allocated for the competitive examination.

8.4

The result sheet containing the name list of applicants, who have passed the examination and equivalent to the number of vacancies expected to be filled, will be issued to the Director General of Combined Services by the Commissioner General of Examination. In addition to the above, action will be taken by the Department of Examinations to issue results personally to all the applicants or to publish the results on the web site of the Sri Lanka Department of Examinations- www.results.exams.gov.lk

Interview-

An interview for verification of qualifications will be conducted in respect of the candidates who have secured the highest level of aggregate marks determined by the Director General of Combined Services out of the candidates who have sat for all the question papers of the written examination. The date of the interview will be determined by the Director General of Combined Services.

9.0 Penalty for furnishing false information-

The candidates should be very careful to include the correct particulars in the application. If it is found that any candidate is not eligible according to the rules and regulations of this examination his/her candidature can be cancelled at any time before, during or after the examination. Further, if it is found that any information furnished by a candidate is false he/she is liable to dismissal at any time from the public service.

10.0 Examination Fees:-

Examination fee is Rs.500/-. This fee can be paid to any post/ sub post office under the Revenue Head 2003-02-13 of the Commissioner General of Examination. The receipt obtained thus should be pasted in the relevant cage of the application form so as not to be detached. (A photo copy of the receipt should be kept for further reference). Under no circumstances the examination fee will be refunded and money orders and stamps are not accepted.

- 11.0 (i) Applications:- Applications should be prepared in the following manner using papers of size A4 (21 X 29 cm)
- (a) Paragraphs from No. 1 to 3 should appear on the first page.
 - (b) Paragraphs from No. 4 onwards should appear on the other pages and the application should be filled in the language medium in which the candidate appears for the examination.
 - (c) The title of the examination appearing in the specimen should be indicated in English language as well, on both Sinhala and Tamil application forms.

Applications which are incomplete and not prepared in accordance with the specimen form will be rejected without any notice. Applications of those who haven't paid examination fee on or before due date will also be rejected. Candidates should be responsible for any loss incurred by them due to incomplete applications. It would be advisable to keep a photocopy of the completed application form and it is the responsibility of the candidate to make sure that the application form perfected by him/herself complies with the specimen given in the examination notice. Otherwise, the application could be rejected.

- 12.0 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 all candidates who have paid the relevant fees, whose complete applications have been received on or before the closing date. Issuance of an admission card to a candidate does not necessarily mean that the candidate has satisfied all the qualifications required for this post. If it is found at the interview that the applicant does not possess the required qualifications as per the Gazette Notification, his or her candidature will be cancelled.
- 13.0 The words “Open Competitive Examination for Recruitment to the Posts in Grade II of Class 2 of Sri Lanka Information and Communication Technology Service – 2018” should be written on the top left-hand corner of the envelope in which the application is enclosed
- 14.0 The signature of the applicant must have been attested both on the application and the admission card for the examination. A person applying for the examination through a certain institute, must get his/ her signature attested by the respective head of the institution or by an officer authorized by the head of the institution, and the other applicants must get their signatures attested by a Principal of a Government School/ retired officer, the Grama Niladhari of the relevant division, a Justice of the Peace, a Commissioner of Oath, a Lawyer, a Notary Public, a commissioned officer of the Tri-forces, an officer holding a permanent Staff Grade post in the Public Service or in the Provincial Public Service whose annual consolidated salary is Rs.240,360 or above, a chief incumbent of a Buddhist temple or a *Nayaka Thero* or a chief prelate of any other religious place or a prelate holding a considerable level of religious order.
- 15.0 Applications duly perfected should be sent by registered post to reach the following address on or before **11th of June 2018**.
- Commissioner General of Examinations,
Organization and Foreign Examinations Branch,
Department of Examinations, Sri Lanka,
PO. Box 1503,
Colombo.
- 16.0 Sitting the Examination- A notification will be published in newspapers by the Department of Examinations as soon as the admission cards are issued to the candidates. If the admission card is not received even after 2 or 3 days of such advertisement, steps should be taken to notify the Department of Examinations in the manner specified in the advertisement. Name of the examination, full name of the applicant, address and national identity card number should be mentioned when making such inquiry. In case of applicants outside Colombo, it would be advisable to send a letter of request furnishing a fax number to which the admission card should be sent, along with the above details, to the fax number mentioned in the notification and further to keep the following in hand at the time of calling the Department of Examinations: i.e. Copy of the application form and the receipt kept at your possession relevant to payment of examination fee, receipt of registration.

- 16.1 The candidate should produce the admission card containing the attested signature to the Supervisor of the examination hall on the first day of the examination.
- 17.0 Candidates should furnish one of the following documents to the Supervisor of the examination hall to prove their identity.
- i. National Identity Card issued by the Department for Registration of Persons.
 - ii. A valid Passport.
- 18.0 Issuance of an admission card to a candidate does not necessarily mean that the candidate has satisfied the qualifications required for sitting the examination. Candidates shall be bound by the rules and regulations imposed by the Commissioner General of Examination on conducting the examination and issuing the results. They shall be liable to be subjected to any punishment imposed by Commissioner General of Examination for violation of these rules and regulations.
- 19.0 Any matter not referred to herein will be decided by Director General of Combined Services. All candidates are bound to comply with the general examination rules published in this Gazette.
- 20.0 In case of any inconsistency among Sinhala, Tamil and English texts of this notification, the Sinhala notification shall prevail.



K.V.P.M.J. Gamage
Director General of Combined Services
Ministry of Public Administration and Management

27th of April 2018
Ministry of Public Administration and Management
Independence Square,
Colombo 07

**Open Competitive Examination for Recruitment to Class 2-II of Sri Lanka Information and
Communication Technology Service –2018**

(Indicate clearly the relevant symbol /number in the cages)

Medium of Examination:

(Indicate the relevant number in the cage)

Sinhala - 2

Tamil - 3

English - 4

(For office use only)

Whether you sit the examination under the condition applied for disabled and rehabilitated persons as per para 4.0 of the gazette notification: (Please read the para 4.0 of the gazette notification well before filling this part since only the applicants with disabilities should mark as “Yes” in this cage.)

Yes - 1

No - 2

(Indicate the relevant number in the cage.)

1.0

1.1 Name, with initials at the end :
(In English block capitals) Example: GUNAWARDHANA, M.G.B.S.K

1.2 Name in full (In English block capitals):
.....

1.3 Name in full (In Sinhala/Tamil) :
.....

2.0

2.1 Permanent Address :
.....
(In English block capitals)

2.2 Permanent Address :
(In Sinhala/ Tamil)

2.3 Address to which admission card should be sent:
(In English block capitals)

3.0

3.1 Gender : Male - 0 (Indicate the relevant number in the cage)
Female - 1

3.2 National Identity Card No:

3.3 Date of Birth Year Month Date

3.4 Age as at the closing date of applications: Years Month Date

(at 11/06/2018)

3.5 Mobile Number Date :

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4.0 Educational Qualifications

4.1 If a degree has been obtained from a recognized university, mention

- i. University :
- ii. Degree :
- iii. Effective date of the degree :
- iv. Major Subjects: 01.....
02.....
03.....
04.....

4.2 If a post graduate degree or a post graduate diploma has been obtained, mention

- i. Name of the university/ institution :
- ii. Name of the post graduate degree/:
Postgraduate diploma
- iii. Effective date of the post graduate degree/:
Postgraduate diploma

4.3 (a) If you possess the certificate of NVQ which is equivalent to level seven (7) or above NVQ certificate on Information Technology recognized by the Tertiary and Vocational Education Commission, mention

- i. Name of the course followed :
- ii. Institute from where the course was followed :
- iii. Effective date of the course :
- iv. Duration of the course (Number of hours) :

(b) Professional experience and other qualifications:

Professional experience

	Institution from where experience was obtained	Duration
01		
02		
03		
04		

(c) Other qualifications:

.....

- 5.0 Details of the receipt of payment of examination fee:
- i. Office to which the examination fee was paid :
 - ii. Number and date of the receipt :
 - iii. Amount paid :

Affix one edge of the receipt here so as not to be detached

- 6.0 Have you ever been convicted from a court for any charge? Yes No
 (Indicate ✓ in the cage) (If yes, give details)

7.0 **Certification of the candidate.**

- (a) I declare that information furnished by me in this form is true and accurate to the best of my knowledge. I agree to bear any loss incurred due to not completing some sections of the application and completing incorrectly. Further, I declare that all the sections of this application are perfected correctly.
- (b) I am aware that if the declaration made by me is found to be false I am liable to disqualification before appointment and to dismissal from service if the inaccuracy is detected after appointment.
- (c) Further, I agree to be bound by the rules and regulations imposed by the Commissioner General of examinations on conducting the examination and issuance of results. I will not change any of the information furnished here.

Date:.....

.....
 Signature of the applicant
 (Signature should be placed in the presence of the
 Officer who attests the signature.)

8.0 **Attestation of the applicant's signature:**

I hereby certify that Mr/Mrs/Miss.....who submits this application is known to me personally, he/she placed his/her signature in my presence on.....and further he/she has paid the due examination fee and has affixed the receipt.

Date:.....

.....
 Signature of the Officer attesting the
 signature:

Name of the Officer Attesting the Signature :-.....

Designation :-.....

Address :-.....
 (Place the official stamp.)

9.0 Recommendation of the Head of the Department. (Only For the applicants in Public Service)

I hereby certify that Mr./Mrs./Miss..... who is submitting this application is serving in a permanent and pensionable post in this department, he/she has satisfied the relevant qualifications for applying for this post as per this Gazette Notification and that he/she could be released from his/her present post, if selected for the position.

Date:.....

Signature of the Head of the Department
(Place the official stamp)

Name of the Head of the Department :.....

Designation :.....

Address :.....