



ජල සම්පාදන සහ වතු යටිතල පහසුකම් සංවර්ධන අමාත්‍යාංශය
நீர் வழங்கல் மற்றும் தோட்ட உட்கட்டமைப்பு வசதிகள் அபிவிருத்தி அமைச்சு
MINISTRY OF WATER SUPPLY AND ESTATE INFRASTRUCTURE DEVELOPMENT

මගේ අංකය
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ඔබේ අංකය
உமது இல
Your Ref

දිනය
திகதி
Date

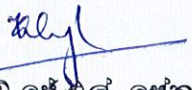
2023.08. 31

සියලුම අමාත්‍යාංශ ලේකම්වරුන්
පළාත් ප්‍රධාන ලේකම්වරුන්
දෙපාර්තමේන්තු ප්‍රධානීන්
දිස්ත්‍රික් ලේකම්වරුන්

ජල සම්පාදන සහ වතු යටිතල පහසුකම් සංවර්ධන අමාත්‍යාංශයේ වතු යටිතල පහසුකම් සංවර්ධන අංශයේ අධ්‍යක්ෂ (ක්‍රමසම්පාදන) තනතුර (ශ්‍රී ලංකා ක්‍රමසම්පාදන සේවයේ I ශ්‍රේණිය) සඳහා අයදුම්පත් කැඳවීම

ජල සම්පාදන සහ වතු යටිතල පහසුකම් සංවර්ධන අමාත්‍යාංශයේ වතු යටිතල පහසුකම් සංවර්ධන අංශයේ අධ්‍යක්ෂ (ක්‍රමසම්පාදන) තනතුරට බඳවා ගැනීම සඳහා රාජ්‍ය සේවා කොමිෂන් සභා ලේකම්ගේ අංක 02/2022 හා 2022.09.15 දිනැතිව නිකුත් කරන ලද චක්‍රලේඛයේ විධිවිධාන පරිදි සුදුසුකම්ලත් නිලධාරීන්ගෙන් අයදුම්පත් කැඳවීමට තීරණය කර ඇත.

02. ඒ අනුව, ඔබ ආයතනයන්හි සේවය කරන ශ්‍රී ලංකා ක්‍රමසම්පාදන සේවයේ සුදුසුකම්ලත් නිලධාරීන් මේ සම්බන්ධයෙන් දැනුවත් කරන ලෙස දන්වන අතර, ඔවුන් එකී තනතුර සඳහා අයදුම් කිරීමට අදහස් කරන්නේ නම්, මේ සමග ඇති අයදුම්පත සම්පූර්ණ කර ආයතන ප්‍රධානියාගේ නිර්දේශ සහිතව 2023.09.11 දින හෝ ඊට ප්‍රථම ලේකම්, ජල සම්පාදන සහ වතු යටිතල පහසුකම් සංවර්ධන අමාත්‍යාංශය, වතු යටිතල පහසුකම් සංවර්ධන අංශය, අංක 45, ශාන්ත මයිකල පාර, කොළඹ 03 යන ලිපිනය වෙත යොමුකරන ලෙස කාරුණිකව දන්වමි. ලිපිකවරයේ වම්පස ඉහළ කෙළවරේ “අධ්‍යක්ෂ (ක්‍රමසම්පාදන) තනතුර” යනුවෙන් සඳහන් කරන මෙන් වැඩිදුරටත් දන්වමි.


කේ.එච්.පී.පී. සේනාරත්න
 අතිරේක ලේකම් (පාලන හා මුදල්)
 වතු යටිතල පහසුකම් සංවර්ධන අංශය

අත්/කළේ : ආර්.එම්.ඩබ්.එස්. සමරදිවාකර
 ලේකම්

දුරකථන අංකය : 011-2322527, 011-2541371
 ෆැක්ස් අංකය : 011-2322524
 විද්‍යුත් ලිපිනය : ad.smehci@gmail.com



ජල සම්පාදන සහ වතු යටිතල පහසුකම් සංවර්ධන අමාත්‍යාංශය
நீர் வழங்கல் மற்றும் தோட்ட உட்கட்டமைப்பு வசதிகள் அபிவிருத்தி அமைச்சு
MINISTRY OF WATER SUPPLY AND ESTATE INFRASTRUCTURE DEVELOPMENT

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எமது இல }
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உமது இல }
Your Ref }

දිනය } 2023.08.31
திகதி }
Date }

அனைத்து அமைச்சுக்களின் செயலாளர்கள்

மாகாண பிரதம செயலாளர்கள்

திணைக்களத் தலைவர்கள்

மாவட்ட செயலாளர்கள்

நீர் வழங்கல் மற்றும் தோட்ட உட்கட்டமைப்பு வசதிகள் அபிவிருத்தி அமைச்சின் தோட்ட உட்கட்டமைப்பு வசதிகள் அபிவிருத்தி பிரிவின் பணிப்பாளர் (திட்டமிடல்) (இலங்கை திட்டமிடல் சேவை தரம் - I) பதவிக்கான விண்ணப்பம் கோரல்.

பொதுச் சேவை ஆணைக்குழுவின் 15.09.2022 ஆம் திகதிய 02/2022 என இலக்கமிடப்பட்டதுமான சுற்றறிக்கையின் பிரகாரம், நீர் வழங்கல் மற்றும் தோட்ட உட்கட்டமைப்பு வசதிகள் அபிவிருத்தி அமைச்சின் தோட்ட உட்கட்டமைப்பு வசதிகள் அபிவிருத்தி பிரிவில் காணப்படும் பணிப்பாளர் (திட்டமிடல்) பதவிக்கு ஆட்சேர்ப்பு செய்யப்படுவதற்காக தகுதிவாய்ந்த அலுவலர்களிடமிருந்து விண்ணப்பங்கள் கோருவதென முடிவு செய்யப்பட்டுள்ளது.

இதற்கமைவாக தங்கள் அலுவலகங்களில் பணியாற்றும் இலங்கை திட்டமிடல் சேவையைச் சேர்ந்த தகுதிவாய்ந்த அலுவலர்களுக்கு இது தொடர்பாக அறியத்தருமாறு வேண்டப்படுகிறீர்கள். குறித்த பதவிக்கு விண்ணப்பிக்க விரும்பின் இத்துடன் இணைத்து அனுப்பிவைக்கப்பட்டுள்ள விண்ணப்பப்படிவத்தினை பூர்த்தி செய்து அதனை செயலாளர், நீர் வழங்கல் மற்றும் தோட்ட உட்கட்டமைப்பு வசதிகள் அபிவிருத்தி அமைச்சு, தோட்ட உட்கட்டமைப்பு வசதிகள் அபிவிருத்திப் பிரிவு, இல 45, புனித மைக்கல் வீதி, கொழும்பு - 03 என்ற முகவரிக்கு 2023.09.11 ஆம் திகதிக்கு முன்னதாக திணைக்களத்தலைவரின் சிபாரிசுடன் எமக்கு அனுப்பி வைக்குமாறு கேட்டுக்கொள்ளப்படுகின்றீர்கள். தபாலுறையின் இடதுபக்க மேல் மூலையில் “பணிப்பாளர் (திட்டமிடல்)” என குறிப்பிட்டு அனுப்பவும்.



கே.எச்.ஜே.எல்.சேனாரத்ன
மேலதிக செயலாளர்(நிர்வாகம்/நிதி)
தோட்ட உட்கட்டமைப்பு வசதிகள் அபிவிருத்தி பிரிவின்

ஒப்பம் :ஆர்.எம்.டபிள்யூ.எஸ்.சமரதிவாகர
செயலாளர்

தொலைபேசி : 011-2322527, 011-2541371
தொலைநகல் : 011-2322524
மின்னஞ்சல் : ad.smehci@gmail.com



ජල සම්පාදන සහ වතු යටිතල පහසුකම් සංවර්ධන අමාත්‍යාංශය
நீர் வழங்கல் மற்றும் தோட்ட உட்கட்டமைப்பு வசதிகள் அபிவிருத்தி அமைச்சு
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உமது இல
Your Ref

දිනය
திகதி
Date

31.08.2023

All Secretaries of Ministries
Provincial Chief Secretaries
Heads of Departments
District Secretaries

Inviting applications for the post of Director (Planning) (Grade 1 of Sri Lanka Planning Service) in the Estate Infrastructure Development Division of the Ministry of Water Supply and Estate Infrastructure Development.

As per the provisions of the Public Service Commission Circular No. 02/2022 dated 15.09.2022, it has been decided to invite applications from qualified officials for recruitment to the post of Director (Planning) of the Estate Infrastructure Development Division of the Ministry of Water Supply and Estate Infrastructure Development.

02. Accordingly, you are hereby requested to inform the qualified officials of the Sri Lanka Planning Service working in your institutions in this regard, and if they wish to apply for the said post, kindly complete the attached application and forward it to **Secretary, Ministry of Water Supply and Estate Infrastructure Development, Estate Infrastructure Development Division, No. 45, St. Michael's Road, Colombo 03** on or before **11.09.2023** with the recommendation of the head of the institution. I further inform to indicate "Post of Director (Planning)" on the upper left hand corner of the envelope.

K.H.J.L. Senarathne

Additional Secretary (Administration and Finance)
Estate Infrastructure Development Division

Sgd: **R.M.W.S. Samaradiwakara**
Secretary

Telephone : 011-2322527, 011-2541371
Fax No : 011-2322524
E-mail : ad.smehci@gmail.com

**Post of Director Grade I of Sri Lanka Planning Service in the
Ministry of Water Supply and Estate Infrastructure Development
(Estate Infrastructure Development Division)**

Applications are called from suitably qualified officers of Grade I of Sri Lanka Planning Service (including those eligible to be promoted to Grade I as at the closing date of applications) to be appointed to the above post. Number of vacancies is **01**

In the absence of applicants of Grade I of the service, officers of Grade II of the Service with active and satisfactory service of **03** years in that grade will be considered for appointment to attending to duties on full-time basis in the post.

Attending to duties appointments will be done for a maximum period of one year with the possibility of further extensions afterwards subject to provisions of Public Commission Procedural Rule 141.

Applicants must forward their duly filled curriculum vitae *in the format attached hereto* to **Secretary, Ministry of Water Supply and Estate Infrastructure Development, Estate Infrastructure Development Division, No.45, St. Michael's Road, Colombo-03** through the head of department to reach on or before **11.09.2023**.

Late applications, incomplete applications and those not submitted in the prescribed format will be rejected without any notice.

2.0. Candidate Profile

2.1. Experience & Professional Qualifications;

- i. Preferably at least 03 years of experience in Grade I of Sri Lanka Planning Service
- ii. Postgraduate qualifications in any of the fields Specified in Appendix (e) of the minute of Sri Lanka Planning Service
- iii. Proficiency in English

2.2. Strengths;

- i. Analytical
- ii. Efficient
- iii. Confident

2.3. Behavioural competencies

- i. Making Effective Decisions
- ii. Changing and Improving
- iii. Leadership

3.0. Method of selection

Selection will be based on assessment of seniority and merit through the curriculum vitae and an interview. Only a shortlisted number of applicants will be called for the interview. Please refer to section 6 (b) of the Public Service Commission Circular No. 02/2022 dated 15.09.2022 for the criterion for short listing of applicants.

3.1. Marking scheme

Heading	Maximum Marks	Method of assessment
Seniority Maximum marks will be awarded to the senior-most applicant and other applicants will receive marks for seniority proportionately.	50	Curriculum vitae (CV)
Experience in development Planning In addition to the length of service in the field/exposure to the subject, the depth of knowledge or mastery in the above fields gained through involvement in or exposure to it will be assessed	20	
Professional qualifications (1) Postgraduate/Professional qualifications in any of the fields specified in Appendix (e) of the Service minute* a. Research based postgraduate degree – 7 marks b. Taught postgraduate degree– 6 marks c. Postgraduate diploma – 5 marks d. Graduate/Postgraduate certificate/ Higher National Diploma – 4 marks e. Diploma - 3 (2) Training in Development Planning* (Maximum up to 1.0 mark) a. Of duration of 3 months or more – 1 mark b. Of duration of 10 days or more – 0.5 marks c. Of duration of 3 days or more – 0.2 marks (3) Proficiency in English* a. Diploma in English obtained from a recognized university or government training institute/IELTS Academic overall score 6.5 or above, TOEFL-IBT 79 or above, TOEFL-CBT 213 or above, or TOEFL-PBT 550 or above – 02 Marks b. Certificate in English obtained from a recognized university or government training institute – 01 Mark * Marks will be awarded only for the highest qualification	10	
Strengths** Things have to be done effectively and which should motivate the applicant as specified in section 2.2. above.	10	Interview
Behavioural competencies** Actions and activities that are needed to be done effectively as specified in section 2.3. above.	10	

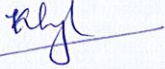
Annexure I

**** Please refer to Annexure II of the Public Service Commission Circular No. 02/2022 for the question formats and rating scales.**

Note 1: The term "recognized university" in the above marking scheme means a university recognized by the University Grants Commission of Sri Lanka

Note2: All postgraduate/professional qualifications indicated in the marking scheme above should have been obtained either;

- i. from a university recognized by the University Grants Commission of Sri Lanka (such qualifications obtained from other degree awarding institutes should have the recognition of that commission) or
- ii. from a government training institute or government recognized foreign institute



K.H.J.L. Senarathna

Additional Secretary (Admin/Finance)

Estate Infrastructure Development Division

Signed by: **R.M.W.S. Samaradiwakara**
Secretary

Date: 2023.08. 28

K.H.J.L. Senarathna

Additional Secretary (Admin & Finance)
Ministry of Water Supply and Estate Infrastructure
Development
Estate Infrastructure Development Division
No. 45, St. Michael's Road, Colombo 03.

CURRICULUM VITAE FORMAT

1. Post applying for Director of Grade I (Ministry of Water Supply and Estate Infrastructure Development - Estate Infrastructure Development Division)

2. Particulars about the applicant

- I. Name
 - II. National Identity Card No.
 - III. Age
 - IV. Residential Address
 - V. Contact Nos.
 - VI. Email
 - VII. Grade of the service
 - VIII. Date of appointment to the service
 - IX. Date of promotion to the present grade of the service
 - X. Designation
 - XI. Date of appointment to the present post
 - XII. Ministry
 - XIII. Department
- (Add any other necessary additional information)*

3. Particulars about the service in the present grade

- I. No pay/half pay leave

From	To	Total duration (Years/Months/Days)	Purpose

- II. Efficiency bars

Efficiency bar	Due date of completion	Date of completion	No. and date of the letter granting concession/exemption, if any

- III. In case being subjected to a disciplinary action;

Date and no. of the charge sheet	Disciplinary order (If still pending, please indicate)	Effective date of punishment/s, if any (i.e., date of commission of the offence)	Any period of service left out when calculating satisfactory service in terms of Public Service Commission Procedural Rule 186 (ii)

4. Experience

4.1 Past service since date of appointment to the service

Post	Ministry/Department /Institute	Duration		Brief description of nature of responsibilities
		From	To	

4.2 Experience in the relevant subject (**Certified copies of letters of duty assignment must be attached.**)

Post	Ministry/Department /Institute	Duration		Brief description of nature of responsibilities
		From	To	

4.3. For All-Island Services only(**Insert a question to assess the in-depth knowledge and mastery in the subject gained through experience.**)

Please describe briefly one of the challenging cases you have dealt with using the knowledge you have gained in development Planning (Max. 150 words) or;

Please describe an instance where you used your creativity and innovation in dealing with a case in development Planning (Max. 150 words)

5. Professional qualifications (**Certified copies of the certificates must be attached.**)

5.1 Postgraduate qualifications

Postgraduate qualification	Subject	University/Institute	Effective date

5.2 Training

Training	Institute/Organization	duration

5.3 Language competency

Language	Qualification/Institute/Organization	Effective date

5.4 (If applicable) Research, Innovation and inventions

.....
.....

I do certify that the above particulars are true and accurate to the best of my knowledge.

.....

Signature of the applicant

Certificate of the Head of Department*

Option I - I certify that the particulars furnished in section 3 of this curriculum vitae are correct as per the updated records in the personal file of the applicant, that, as at present, no disciplinary action has been contemplated against applicant* and, in case the applicant is selected for this post, he/she can/cannot be released from his/her present post /with replacement/without replacement.

Option II - I certify that the particulars furnished in section 3 of this curriculum vitae are correct as per the updated records in the personal file of the applicant and, in case the applicant is selected for this post, he/she can/cannot be released from his/her present post /with replacement/without replacement. I further state that, at present, a preliminary investigation concerning the applicant is in progress/about to be initiated and the nature of allegations against /suspected acts of misconduct of the applicant are as follows.

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* *Strike off the inapplicable statement*

Signature of Head of Department