

**Open Competitive Examination for Recruitment to Class 3 Grade III 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 post in Class 3 Grade III of Sri Lanka Information and Communication Technology Service.
- 2.0 Candidates who satisfy the prescribed qualifications shall be selected on merit, on the results of a written examination to be conducted by the Commissioner General of Examination to the posts in Class 3 Grade III the Sri Lanka Information and Communication Technology Service.
- 3.0 The total number of vacancies to be filled is 911. Effective date of appointments shall be determined by the Director General of Combined Services. Further, the Director General of Combined Services reserves the right to refrain from filling any or all of the vacancies.
- 4.0 Three percent (3%) from the vacancies to be filled shall be reserved for persons with disabilities. Only 3% of the persons with disabilities who secure highest marks in the examination out of those who get qualified at the examination shall be selected for appointments. The minimum level of marks candidates should secure to be selected for appointment is 50% from total marks. A candidate selected for an appointment shall 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 :- Monthly salary scale entitled to grade 3- III, 3- II and 3-I of Sri Lanka Information and Communication Technology Service as per Public Administration Circular No. 03/2016 (MT-01-2016) dated 25.02.2016 is Rs. 29,840 - 10x300 -11x350 - 10x560 - 10x660 – 48,890/-.

Note:

You shall be entitled to the salary from 01.01.2020. Until then, salary shall be paid as per the provisions of Schedule II of the above circular.

- 6.0 This post is permanent. The pension, pension scheme entitled to the officers appointed to Class 3, Grade III of Sri Lanka Information and Communication Technology Service from this examination shall be determined on the policy decision made by the government in future.
- 7.0 Qualifications :- Following qualifications are applicable for recruitment to Class 3 Grade III of Sri Lanka Information and Communication Technology Service
- (a) Should be a citizen of Sri Lanka.
 - (b) Should be not less than 18 years and not more than 35 years of age on the closing date of applications. (Accordingly, only whose birth day falls on or before **21.05.2000** and on or after **21.05.1983** shall be eligible to apply for this)
 - (c) Should be of good character and sound physical health.
 - (d) Should be bound to serve in any part of the island
 - (e) Educational qualifications.
 - (1) Shall have passed six (06) subjects with five (05) credit passes including **Language, Mathematics and English Language** at the G.C.E. (Ordinary Level) examination at one sitting.

- (f) Professional Qualifications
- (a) Shall have followed and completed a Diploma/ Higher Diploma or any other course at higher level relevant to Computer Science/ Information Technology/ Information and Communication Technology from a University recognized by the University Grants Commission or a degree awarding institute recognized by the University Grants Commission.
or
- (b) Shall have followed and completed a Diploma or higher course or a course of which the duration is not less than 1500 hours in the field of Computer/ Information Technology/ Information and Communication Technology which is recognized by the University Grants Commission.
or
- (c) Shall have completed, obtained following qualifications from an institution recognized by Tertiary and Vocational Education Commission or a statutory institution, which has been established by an Act passed by the Parliament.
- (1) National Vocational Qualification (NVQ) five (05) or higher NVQ certificate in the field of Computer/ Information Technology/ Information and Communication Technology.
or
- (2) A course in the field of Computer/ Information Technology/ Information and Communication Technology of which the duration is not less than 1500 hours.

Note :- It is compulsory for every applicant to satisfy all the qualifications relevant to the post on or before the closing date of applications.

8.0 Scheme of the examination:-

8.1 The examination shall consist of two papers. This examination shall be held in Sinhala, Tamil or English medium. Candidates shall 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.

	Marks	Duration (Hour/s)
(i) Information and Communication Technology	100	2
(ii) Aptitude Test	<u>100</u>	1
Total marks	<u>200</u>	

Information and Communication Technology Written Test:

The paper shall consist of structured and multiple choice questions to measure the general knowledge of the candidate on Information and Communication Technology, knowledge on operational systems/ software/ hardware, web and other system analysis, design, testing, implementation and maintenance, knowledge on creating and maintaining database, knowledge on network management, knowledge on fields such as internet and e-mail. All the questions should be answered.

Aptitude test :

This paper consists of questions to test statistical ability and logical reasoning of the candidate. It consists of 50 multiple choice questions and questions for short answers and all the questions should be answered.

Note :- These question papers shall be designed to test the eligibility and ability of the candidate for the duties of the service. Although this is a competitive examination, candidates should secure at least forty percent (40%) of the marks allocated for each subject and an aggregate of at least fifty percent (50%) of the total marks of the examination. Marks shall be deducted in every written paper for illegible hand writing and spelling mistakes. Appointments shall strictly be made in the order of the marks scored, depending on the number of vacancies set apart to be filled on the results of the competitive examination.

8.3 The result sheet containing the name list of candidates, who have passed the examination and equivalent to the number of vacancies expected to be filled, shall be issued to the Director General of Combined Services by the Commissioner General of Examination. In addition to the above, the Commissioner General of Examination shall issue personally to all the candidates a result sheet containing the marks for each subject, total marks or published in the website of the Department of Examinations www.results.exams.gov.lk.

9.0 Penalty for furnishing false information-

The candidate 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 Divisional or District Secretariat under the head 2003-02-13 of the Commissioner General of Examination. The receipt obtained should be affixed in the relevant cage of the application so as not to be detached. (A photo copy of the receipt should be kept for further reference). Under no circumstances the examination fee shall be refunded and money orders and stamps are not accepted.

11.0 Applications :- Applications should be prepared in the following manner using papers of size A4 (21 X 29 cm)

- (a) Cages from 01 to 03 should appear on the first side of the page.
- (b) Cages from 04 onwards should appear on the other pages. The application should be prepared using both sides of the paper and it should be perfected in the language medium in which the candidate sits 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 shall be rejected without any notice. Applications of those who haven't paid examination fee on or before due date shall 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 himself/herself complies with the specimen given in the examination notice. Otherwise, the application could be rejected.

- (ii) The town and number of the town in which the applicant wishes to sit for the examination as per Schedule 1 shall be indicated as first and second choice on the order of preference. Candidates are not allowed to change the town in which they apply to sit for the examination. At the instances where the number of candidates apply for a certain town, is not sufficient to maintain an examination center, they shall be directed to the town which they have indicated as second preference. If there is no sufficient number of candidates even at the second center, the candidates shall be directed to an adjoining city. However, the Commissioner General of Examination shall take action to conduct the examination only in Colombo if it is found that there is no sufficient number of applicants at all or most of examination centers.

11.1 All applicants who have paid prescribed examination fees and forwarded their applications on or before the prescribed date shall be allowed to sit for the competitive examination, by the Commissioner General of Examinations, on the presumption that only those who possess qualifications as indicated in the Gazette Notification have forwarded their applications. Issuance of an admission card to a candidate to sit for the competitive examination does not mean to have accepted that he possesses all the qualifications for this post. If it was found at the interview that the applicant does not possess the required qualifications as per the Gazette Notification, his or her candidature shall be cancelled

- 11.2 The words “Open Competitive Examination for Recruitment to the Posts in Class 3 Grade III 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
- 11.3 Candidates’ signature in the application form should have been attested by a Principal of a Government School, a Justice of the Peace, Commissioner for Oaths, Notary Public, Commissioned Officer in the armed forces, an officer holding a Gazetted post in the Police Service or an Officer holding a permanent post in the Public Service whose annual Salary is Rs. 240,360 or above.
- 11.4 Applications duly perfected should be sent by registered post to reach the following address on or before **21st of May 2018**.

Commissioner General of Examinations
Organization and Overseas Examinations Branch
Department of Examinations, Sri Lanka
Po. Box 1503
Colombo

- 12.0 Sitting for the Examination- A notification shall be published in newspapers 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. It would be advisable to keep the following in hand at the time of calling the Department of Examinations: i.e. certified photocopies of the application form and the receipt kept at your possession, receipt of registration and, in case of applicants outside Colombo, letter of request furnishing a fax number to which the admission card should be sent.
- 13.0 Candidates should furnish one of the following documents to the Supervisor of Examination in support of their identity.
- (i.) National Identity Card issued by the Department for Registration of Persons.
(ii.) A valid Passport.
- 14.0 Candidates shall be bound by the rules and regulations imposed by the Commissioner General of Examination for the purpose of conducting examinations and they shall be liable to be subjected to any punishment imposed by Commissioner General of Examination for violation of these rules and regulations.
- 15.0 Any matter not referred to herein shall be decided by Director General of Combined Services. All candidates are bound to comply with the general examination rules published in this Gazette.
- 16.0 In the event of any inconsistency between the Sinhala Tamil and English texts of this notification, the Sinhala text shall prevail.



K.V.P.M.J. Gamage
Director General of Combined Service
Ministry of Public Administration And
Management

06th of April 2018
Ministry of Public Administration and Management
Independence Square
Colombo 07

4.0 Educational Qualifications

4.1.0 Particulars of G.C.E. (O/L) Examination :

- I. Year and Month of the Examination :-
- II. Index Number:-
- III. Results:-

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

5.0 Professional Qualifications

- i Name of the Computer Course followed : -
.....
- ii Institute from where the course was followed:-
.....
- iii Date of completion of the course:-
- iv Duration of the Course :-
- v If the course is at the level of NVQ 05 or above, indicate the level:
- vi If the duration of the course is not less than 1500 hours and relevant to the field of Information Technology, indicate the number of hours:

6.0 Have you ever been convicted from a court for any charge?

(Indicate \checkmark in the cage) (If yes, give details)

Yes

No

7.0 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 the receipt here so as not to be detached
(It would be advisable to keep a photo copy of the receipt)

8.0 Certification of the candidate.

(a) I declare that information given in this form is true to the best of my knowledge. I agree to bear any loss incurred by due to not completing some sections of the application and/ or completing incorrectly. Further, I declare that all the sections of this application are perfected correctly and the receipt No. dated..... obtained at the payment of the examination fee is affixed herein.

(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 Commissioner General of examinations on conducting the examination.

(d) I will not change any of the information furnished here.

.....
Signature of Applicant

Date:-

9.0 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 in full of the Officer Attesting the Signature:-.....

Designation:-.....

Address:-.....

(Place official stamp)

10.0 Recommendation of the Head of the Department
(This section is applicable only for the applicants in Public Service)

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

Date

Signature of Head of
Department/Authorized Officer

Name:

Designation:

(Place official stamp)

Schedule I
Towns in which Examination Centers are arranged

<u>Town</u>	<u>Number of the Town</u>		
Colombo	01	Trincomalee	14
Gampaha	02	Batticaloa	15
Kalutara	03	Ampara	16
Matale	04	Puttalam	17
Kandy	05	Kurunegala	18
Nuwaraeliya	06	Anuradhapura	19
Galle	07	Polonnaruwa	20
Matara	08	Badulla	21
Hambantota	09	Moneragala	22
Jaffna	10	Kegalle	23
Mannar	11	Rathnapura	24
Mulativu	12	Kilinochchi	25
Vavuniya	13		