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தகவல் தொழிநுட்ப முகாமைத்துவத் திணைக்களம்
DEPARTMENT OF INFORMATION TECHNOLOGY MANAGEMENT

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நிதி, பொருளாதார உறுதிப்பாடு மற்றும் தேசியக் கொள்கைகள் அமைச்சு
MINISTRY OF FINANCE, ECONOMIC STABILIZATION AND NATIONAL POLICIES

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செயலகம் கொழும்பு 01,
இலங்கை

The Secretariat, Colombo 01,
Sri Lanka

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திகதி } 2024.07. 22
Date

All Secretaries to Ministries
Chief Secretaries of Provinces
Heads of Departments
District Secretaries

Calling applications for the Director (Information & Technology) post of Sri Lanka Information and Communication Technology Service which has fallen vacant in the Department of Information Technology Management

Applications are called from the officers of the Sri Lanka Information and Communication Technology Service for the following post which has fallen vacant in the Department of Information Technology Management of the General Treasury.

➤ Director (ICT)

02. Accordingly, please inform the SLICTS officers in your institution who have satisfied the required qualifications in this regard, and if they wish to apply for the respective post, please inform them to perfect the application form attached hereto and submit the same along with the recommendation of the head of the institution **before 07.08.2024** via dgitm@itmd.treasury.gov.lk.

Ravindra Pathmapriya
Director General

Public Service Commission

Department of information Technology Management

Notification of inviting application for appointment to the post Director (Information & Communication Technology)

This is 01 vacancy in the post of Director (Information & Communication Technology) in the Department of Information & Technology Management and applications are invited from qualified officers of Grade 1 Class I of the information & Technology Management Service in order to fill vacancy.

02. An Application prepared in accordance with Annex 02 of Public Administration Circular No 28/2019 issued on 12.09.2019 a per order Public Service Commission should be sent to the Director of General of the Department of Information Technology Management by registered post or by hand or via dgitm@itmd.treasury.gov.lk or **before 07.08.2024** Application for the post of “Director (Information Technology Management) of Sri Lanka Information Technology Management Service” should mention in the top left corner of the envelope enclosing the application.

Address for which the applications are to be sent

**Director General
Department of information Technology Management
Room No.27
The Secretariat
Colombo - 01**

03. qualified applicants will be appointed to the post of Director (information Technology Management) by the Public Service Commission based on the skills presented in the interview conducted by an interview board approved by the Public Service Commission, in accordance with the Service Minute of the Information Communication Technology Service of the Sri Lanka which has published in the Gazette Extraordinary of the Democratic Socialist Republic of Sri Lanka 2050/43 and dated 22.12.2017.

- I. The scoring procedure at the interview is given below.

Scoring procedure

	Checking and Scoring Headings	Maximum Marks
01	<u>Service Experience - 60</u> I. Active and Satisfactory Service in related to the post ➤ For One Year - 05 Marks ➤ Period of more than 06 months and less than one year - 02 ½ Marks ➤ No Points will be given for less than 06 months of service.	50

	<p>II. Prior experience relevant to the Information Technology Communication requirement of the institution (as Deputy Director/Assistant Director). (for a Maximum 05 years)</p> <ul style="list-style-type: none"> ➤ For one year - 02 Marks ➤ Period of more than 06 months and less than one year - 01 Mark each ➤ No Points will be given for less than 06 months of service. 	10
02	<p>Skill - 40</p> <p>I. Educational Qualifications</p> <p>a) A post-graduate degree in System Analysis, System Designing, Requirement Analysis, Database Management, Computer Network Security - 15 Marks</p> <p>b) Post Graduate Diploma related to the fields described in (a) above - 10 Marks</p> <p>"Marks are awarded for the highest qualification obtained."</p>	15
	<p>II. Professional Qualifications</p> <p>(a) (I) For a diploma course of at least one year or more in the field of Information and Communication Technology, particularly in the fields of Information Systems (IS), Information Technology (IT) or Computer Networks / Security. -10 Marks</p> <p>(II) For Courses of more than 06 months and less than one year in above field - 05 Marks</p> <p>"The maximum marks that can be obtained under both categories (I) and (II) for this section is 10 marks."</p>	10
	<p>III. Special Tasks /Contribution</p> <p>Marks will be given for innovations, improvements and achievements, rewards and commendations made in the field of information and communication Technology.</p> <p>(a) 01 Marks per each innovations, improvements and achievements, or rewards. (for a maximum of 05 items) - 05 Marks</p> <p>(b) For 01 commendation certified by the Secretary/Head of Institution of the Ministry submitted in General 230b format, 01 Marks per each will be given only for a maximum of 05 commendation i.e. a maximum of 05 Marks only. - 05 Marks</p>	10

	<p>N.B.</p> <ul style="list-style-type: none"> ❖ The Head of institute should have certified that the innovations, improvements were made by the applicant himself. ❖ The applicant should submit formal certificates to confirm that the rewards and achievements have been received by the applicant. <p>“The maximum marks that can be obtained under both categories (a) and (b) for this section is 10 marks.”</p>	
	<p>IV. Skill presented at the interview</p> <ul style="list-style-type: none"> අ.) Leadership - 02 Marks ආ.) Communication Skill - 02 Marks ඇ.) Professional Ethics - 01 Marks 	05

As per the order of the Public Service Commission,

Date *2024/07/22*



Ravindra Pathmapriya
 Director General
 Department of Information, Technology Management

Telephone Number - 011- 2484861
 Fax Number - 011 - 2421219
 Email Address - dgitm@itmd.treasury.gov.lk

Department of Information Technology Management

Application form for appointment to the post of Director (Information & Communication Technology) of Sri Lanka Information & Communication Technology Service.

Part A Should be completed by the Officer

1. Name in Full: - Mr./Mrs./Miss
2. Date of Birth: -
3. National Identity Card Number: -

4. Service Period

Class/Grade	Service Period
Class I Grade I	
Class I Grade II	
Class I Grade III	

5. Present post held and subject area: -
6. Educational Qualifications

• Details of Post Graduate Degree /Post Graduate Diplomas obtained

Post Graduate Degree/ Post Graduate Diplomas	Year	University	Subjects

7. Professional Qualifications: -

8. Completed Special Tasks

Service Performed and Special tasks/ Contributions /Achievements	Description	Availability of the certificate of the Head of the Department (Available/Not Available)

I hereby declare that the above particulars furnished by me are true.

Date

.....
Signature of the Applicant
Designation and Official Frank

Part (B) should be completed by the Head of the Institute

- I. The officer has / has not completed an active and satisfactory service period of 03 years prior to the date of calling applications.
- II. The officer has/has not earned increments within 03 years preceding the date of calling application.

III. The officer has/has not been subjected to any disciplinary penalty within 03 years preceding the date of calling application.

IV. Action is / is not being taken to initiate Disciplinary proceedings or disciplinary investigations are/are not being taken against the officer.

V. Leave particulars obtained during the preceding 03 years

S.No.	Year	Paid Leave	Half Paid Leave	No Pay Leave

It is hereby informed that the particulars of the officer are correct as per the personal file of the officer and in the event the officer is selected for the post applied for, he/she can be released with/without replacement/on the basis of getting a replacement later.

.....
Signature of the Head of the Department / Institution
Designation and Official Frank.