

## Public Service Commission

### **Filling the Vacancies in the posts of Deputy Government Analyst and Deputy Government Examiner of Questioned Documents in Grade I of Sri Lanka Scientific Service at the Department of Government Analyst on Seniority and Merit under Section 11.2 of the Minute of Sri Lanka Scientific Service No: 1877/27 dated 28.08.2014**

As per Section 11.2 of the Minute of the Sri Lanka Scientific Service published in Gazette No. 1877/27 dated 28<sup>th</sup> of August 2014 and revised by Gazette Extraordinary No. 1996/25 dated 06<sup>th</sup> December 2016, which has been effective from 01.01.2006, applications are called from the officers, who are in active service and have satisfied the prescribed qualifications indicated under paragraph 02 as at 22.11.2024 and promoted to Grade I of Sri Lanka Scientific Service to be appointed to the posts of Deputy Government Analyst and Deputy Government Examiner of Questioned Documents in Grade I of Sri Lanka Scientific Service, which remain vacant at the Department of Government Analyst.

NB: It is mandatory to have been promoted to Grade I of the Sri Lanka Scientific Service at the time of appointment

#### 01. No of vacancies:

S/No	Department	Post	Number of Vacancies
01	Department of Government Analyst.	Deputy Government Analyst	06
		Deputy Government Examiner of Questioned Documents	01

#### 02. Qualifications to be satisfied for promotion:

S/No	Department	Post	Qualification
01	Department of Government Analyst.	Deputy Government Analyst	Shall be an officer holding the post of Senior Assistant Government Analyst in Grade I of Sri Lanka Scientific Service

		Deputy Government Examiner of Questioned Documents	Shall be an officer holding the post of Senior Assistant Government Examiner of Questioned Documents in Grade I of Sri Lanka Scientific Service
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03. Method of selection for the posts:

- (i) A structured interview will be held in which marks will be given to candidates according to the following marking scheme approved by the Public Service Commission based on the seniority and merit by a board of interview appointed by the Public Service Commission. Decision of the Public Service Commission on filling the vacancies, shall be the final.

**04. Marking Scheme:**

Titles under which marks are given	Maximum marks	Total marks
01. Seniority		50
<p>I.1. Marks are given for the active and satisfactory period of service in Sri Lanka Scientific Service.</p> <p>➤ Maximum marks will be allocated to the most senior officer.</p> <p>➤ Seniority for other officers = <math>\frac{\text{Maximum marks allocated for seniority}}{\text{Additional service period in Grade I of the I of the most senior officer (Years x 12+months)}} \times \frac{\text{Additional service period in Grade I of the relevant officer (Years x 12+months)}}{\text{Additional service period in Grade I of the most relevant officer (Years x 12+months)}}</math></p>	50	
02. Merit		50
I. Research publications – 05 marks for each for a maximum of 2 publications	10	
II. Abstracts – 2.5 marks for each for a maximum of 4 abstracts	10	
III. Dissertations – 05 marks for each for a maximum of 1 dissertation	05	

(N.B. : Marks will be given only for the other dissertations except for the one submitted for the post graduate degree, which was considered for the second Efficiency Bar examination or promotion to Grade I)		
IV. Innovations - 05 marks for each for a maximum of 2 innovations (Head of the Department should certify that the relevant innovations were successfully introduced under the direction of the relevant officers)	10	
V. Articles for newspapers / magazines – 2.5 marks for each for a maximum of 2 articles for newspapers / magazines	05	
VI. Power Point Presentation of 10 minutes with the use of computer on the manner in which the officer intends to contribute to the role of the post to which he/ she is selected I. Relevancy II. Creativity III. Innovations & Suggestions IV. Time Management V. Proficiency in English Note – a) Marks under Criteria (v) above can be obtained only if the applicant conducts the presentation in English language. b) The hard copy of the presentation should be submitted to the interview board at the same time. In addition, it is compulsory to submit a hard copy of the presentation prepared in English at the same time.	10	
Total marks		100

05. The officers selected from the above interview will be appointed by the Public Service Commission to the above posts, which have fallen vacant in Grade I of the Sri Lanka Scientific Service, to be effective from the date of assumption of duties in the relevant posts, subject to the general conditions governing the appointments in the public service, the terms and conditions stipulated in the Minute of the Sri Lanka Scientific Service (published in the Gazette of the Democratic Socialist Republic of Sri Lanka No.1877/27 dated 28<sup>th</sup> August 2014) and the revisions, which have already been made or will be made in the future to the service minute.

06. Only the officers who are in active service at present and have satisfied the minimum qualifications stipulated in this notification will be called for the interview.

07. Applications perfected in conformity with the following format should be sent to the “Secretary, Ministry of Justice, Public Administration, Home Affairs, Provincial Councils, Local Government and Labour, Independence Square, Colombo 07” to reach on or before 2024.11.22 The

words “Filling vacancies in Grade I of Sri Lanka Scientific Service” should be written clearly on the top left corner of the envelope containing the application. Any application received after the due date shall be rejected. No complain that an application has been lost or delayed in post shall be considered.

08. In case of any inconsistency or contradiction among Sinhala and English texts of this notification, the Sinhala notification shall prevail.

09. Applications can be downloaded from the web site [www.pubad.gov.lk](http://www.pubad.gov.lk).

On the order of the Public Service Commission,

Sgd / S. Alokabandara  
Secretary  
Ministry of Justice, Public Administration,  
Home Affairs, Provincial Councils,  
Local Government and Labour  
Colombo 07  
**...04...of November 2024**

## Specimen Application

Application for the post of .....in Grade I of the Sri Lanka Scientific Service in the  
Department of Government Analyst

### 1. Particulars of the officer

- i. Full name  
(in English) .....  
(Ex: HERATH MUDIYANSELAGE SAMAN KUMARA GUNAWARDHANA)
- ii. Name with initials (in English):.....  
(Ex: GUNAWARDHANA, H. M. S. K.)
- iii. Full name (in Sinhala): .....
- iv. Date of birth: .....
- v. Age as at the closing date of application:  
Years.....Months.....Days.....
- vi. National Identity Card Number: .....
- vii. Permanent address:  
.....  
.....
- viii. Telephone number :  
Office: .....  
Mobile: .....
- ix. Email Address .....

### 2. Particulars of the post:

- i. Current service station and address :
- ii. Date of appointment to Grade III:
- iii. Date of appointment to Grade II:
- iv. Date on which the officer has been appointed to Grade I:
- v. Post held by the officer at present:
- vi. Date of appointment to the said post:

### 3. Seniority

01	Active and satisfactory period of service in Sri Lanka Scientific Service as at the closing date applications	
02	Active and satisfactory period of service in Grade I of Sri Lanka Scientific Service as at the closing date applications	
02	Whether No pay leave has/ has not been obtained (If obtained, mention the dates)	

4. Qualifications relevant to the field:

4.1. Special contribution made to the relevant field

❖ Researches and publications	Description	Relevant year
Research publications		
Abstracts		
Dissertations		
Innovations		
Newspaper articles		

5. Statement of the applicant:

I hereby certify that the particulars furnished above by me are true and correct to the best of my knowledge.

Date : .....

.....

Signature of the applicant

Part II

(to be perfected by the Head of the department)

The particulars mentioned in the application submitted by Mr. /Mrs. /Miss. ....in Grade I of Sri Lanka Scientific Service serving at the Department of ..... are correct/ not correct as per the information in the personal file. It is hereby kindly informed that disciplinary action has been taken/ has not been taken and is intended / not intended to be taken against him/ her. Further, he/she has earned/ has not earned salary increments during the 05 years immediately preceding the date of calling of applications and his/ her application is hereby recommended/ not recommended.

.....

Signature of the Head of the Department

Official stamp

Date