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பொது நிர்வாக, மாகாண சபைகள் மற்றும் உள்ளூராட்சி அமைச்சு
Ministry of Public Administration, Provincial Councils and Local Government

නිදහස් වතුරලය, කොළඹ 07, ශ්‍රී ලංකාව சுதந்திர சதுக்கம், கொழும்பு 07, இலங்கை. Independence Square, Colombo 07, Sri Lanka

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எனது இல } உமது இல } திகதி } 04.04.2025
My No } Your No } Date }

Officers in Grade I of the Sri Lanka Scientific Service
Department of Export Agriculture

Filling the vacancies in posts of Director in Grade I of the Sri Lanka Scientific Service of the Department of Export Agriculture

Applications are called from officers in Grade I of the Sri Lanka Scientific Service who are serving at the Department of Export Agriculture and have satisfied the qualifications mentioned in the notification on calling applications in relation to the above.

02. Accordingly, please be informed that the officers in Grade I of the Sri Lanka Scientific Service who are serving at the Department of Export Agriculture and have satisfied the relevant qualifications can apply for this.

03. Further, the relevant application can be downloaded from www.pubad.gov.lk.

Sgd/ H.A.D.C. Jayasekara
Additional Secretary (Public Administration)
For Secretary
Ministry of Public Administration, Provincial Councils and Local Government

Telephone/ Fax : 0112-695187
Email : pubadssd@gmail.com

Public Service Commission

Filling the Vacancies in the posts in Grade I of Sri Lanka Scientific Service 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 28th of August 2014 and revised by Gazette Extraordinary No. 1996/25 dated 06th 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 02.05.2025 and promoted to Grade I of Sri Lanka Scientific Service to be appointed to the posts of Director in Grade I of Sri Lanka Scientific Service, which remain vacant at the Department of Export Agriculture.

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	Ministry	Post	Number of Vacancies
01	Department of Export Agriculture	Director (Development)	02
		Director (Special Research)	01

02. Qualifications to be satisfied for promotion:

S/No	Department	Post	Qualification
01	Department of Export Agriculture	Director (Development)	Shall be an officer in Grade I of Sri Lanka Scientific Service in the Development Division at the Department of Export Agriculture
		Director (Special Research)	Shall be an officer in Grade I of Sri Lanka Scientific Service in the Research Division at the Department of Export Agriculture

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 = $\frac{\text{Maximum marks allocated for seniority}}{\text{Additional service period in Grade I of the most senior officer (Years x 12+months)}} \times \frac{\text{Additional service period in Grade I of the relevant officer (Years x 12+months)}}{\text{Additional service period in Grade I of the most senior officer (Years x 12+months)}}$</p>	50	
02. Merit		50
<p>2.1 Following conducted individually or in groups;</p> <p>I. Research publications –</p> <p>➤ Local Research Publications - 02 marks for each for a maximum of 2 publications</p> <p>➤ International Research Publications - 03 marks for each for a maximum of 2 publications</p> <p>II. Abstracts</p> <p>➤ Local - 2 marks for each for a maximum of 2 abstracts</p> <p>➤ International – 2.5 marks for each for a maximum of 2 abstracts</p> <p>III. Dissertations – 04 marks for each for a maximum of 1 dissertation (N.B. : Marks will be given only for the other dissertations except for the one submitted for the post graduate degree, which was considered</p>	<p>04</p> <p>06</p> <p>04</p> <p>05</p> <p>04</p>	

for the second Efficiency Bar examination or promotion to Grade I)		
IV. Innovations - 04 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)	08	
V. Articles for newspapers / magazines – 2 marks for each for a maximum of 2 articles for newspapers / magazines	04	
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	15	
<ul style="list-style-type: none"> I. Relevancy – 03 Marks II. Creativity – 03 Marks III. Innovations & Suggestions – 03 Marks IV. Time Management – 03 Marks V. Proficiency in English – 03 Marks <p>Note –</p> <ul style="list-style-type: none"> 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. 		
Total marks		100

05. The officers selected will be appointed to the above posts, which have fallen vacant in Grade I of the Sri Lanka Scientific Service, with effect from the date of assuming duties in the respective 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 28th August 2014) and the revisions, which have already been made or will be made in the future to the service minute.

06. Officers who are in active service and have satisfied the minimum qualifications indicated in this notification shall strictly be called for the interview.

07. Applications perfected in conformity with the following format should be sent to the “Secretary, Ministry of Public Administration, Provincial Councils and Local Government, Independence Square, Colombo 07” to reach on or before 02.05.2025. 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 not be accepted and 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.

On the order of the Public Service Commission,

Sgd / S. Alokabandara
Secretary
Ministry of Public Administration,
Provincial Councils and Local
Government
Colombo 07
03 of April 2025

Specimen Application

Application for the post of Director.in Grade I of the Sri Lanka Scientific Service in the Department
of Export Agriculture

1. Particulars of the officer

- i. Full name (in English).....
(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 I. Local Research publications II. International Research publications		
Abstracts I. Local II. International		
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 Secretary of the Ministry/ 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 Ministry/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 Secretary of the Ministry/ Head of the Department
Official stamp
Date