

GALGAMUWA PRADESHIYA SABHA

Recruitments on Skilled and Unskilled Categories of Grade III Posts

APPLICATIONS are called from permanent residents within the Galgamuwa Pradeshiya Sabha limits, who have suitable qualifications as mentioned in this notice for the recruitment of Posts at Galgamuwa Pradeshiya Sabha of North Western Provincial Public Service.

More attention will be given for those who presently serves in Permanent, Casual, Temporary, Substitute and Voluntary Service.

<i>Serial No.</i>	<i>Designation</i>	<i>No. of Posts</i>	<i>Salary Scale</i>	<i>Educational/Professional Qualifications</i>
01	Driver	02	(PA Circular No. 3/2016) PL-3-3/2016 Rs. 25,790 - 10x270 - 10x300 - 10x330 - 12x350 - Rs. 38,990	<p>1. G.C.E. (O/L) exam should be passed in 06 subjects with at least 02 credits not more than two sittings. (Except Viva subjects)</p> <p>2. 08th standard should be passed (Year 09) from an approved Government School is sufficient for the applicants who presently serving permanently in Provincial Council Public Institutions.</p> <p>3. A skilled certificate issued by the Commissioner of Motor Traffic should be obtained for driving Heavy Vehicles of 34hw of unladen weight, weight trailers and buses which could take more than 32 passengers.</p> <p>4. At least two years experience as a driver (This should be proved by a service certificate)</p>

2. Other Necessary Qualifications :

1. Applicant should be a citizen of Sri Lanka,
2. Permanent resident of Galgamuwa Pradeshiya Sabha limits for 03 years previously to the closing date on acceptance of Applications. (Residing should be certified by the relevant Grama Seva Niladhari (GSN) of the residential area with counter signed certificate of the relevant Divisional Secretary),
3. Age limit should not be less than 18 years and not more than 45 years on the closing date of receiving applications.
4. Should be healthy and possessed a good moral character.
5. Applicant should not be a person of an offender from a Court under Penal Code or dismissed from Government/Local Government or Co-operation service.

3. Method of Recruitment :

1. Successors will be selected with accordance to the service need through an interview and practical test.
2. More attention will be given to the applicants who are presently attached to this Pradeshiya Sabha on the basis of permanent/temporary/casual/substitute/allowance payee/volunteer.
3. Interviews will be called only for the applicants who have completed the specified qualifications.
4. The decision of Secretary of Pradeshiya Sabha Galgamuwa with respect to selected candidate is final.

4. Terms of Engagement to the Service :

1. All posts are permanent. And also pensionable.
2. Relevant contributions should be made to the widow and Orphans Pension Fund or Widowers' and Orphans' Pension Fund.
3. Recruits will be kept under a probation period of three years and if it is a serial promotion will be kept for one year acting period.
4. It should be agreed to activate Official Language Policy specially with present provisions and on provisions prepared in future.

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5. In addition to terms of recruitment applicant is liable to carry out all conditions with accordance to the Service Minute Terms approved by Honourable Governor, Financial Regulations, Orders of Government Departments and Rules and Regulations which issued on time to time by the North Western Province or North Provincial Public Service Commission.

5. *Submission of Applications :*

1. Applicants should send their applications prepared according to the model application as mentioned, on or before 25.09.2017 by registered post to the "Secretary, Galgamuwa Pradeshiya Sabha".
2. Applications should be sent by stating the post of appointment on the upper left corner of the envelope.
3. It should be annexed the copies of under mentioned certificates with the application.
 - (i) Birth Certificate,
 - (ii) Educational Certificates,
 - (iii) Applicant's residential proof certificate of relevant Divisional Secretary,
 - (iv) Lately acquired two Character certificates (One should be Grama Seva Niladhari Certificate),
 - (v) Certificates related to Professional Qualifications. (Applicants who serves in Government/Local Government Service should sent their applications through the Head of Department/Institution).

A. B. NIMAL RATHNAYAKA,
Secretary,
Galgamuwa Pradeshiya Sabha.

Galgamuwa Pradeshiya Sabha,
21st August, 2017.

MODEL APPLICATION

APPLICATION FOR THE POST OF DRIVER AT GALGAMUWA PRADESHIYA SABHA OF NORTH WESTERN PROVINCIAL PUBLIC SERVICE

01. (i) Applicant's Name with Initials : _____.
(ii) Name introduced on Initials : _____.
02. Permanent Address : _____.
03. (i) Date of Birth : Year : _____, Month : _____, Date : _____.
(ii) Age at 25.09.2017 : Years : _____, Months : _____, Days : _____.
04. National Identity Card No. : _____.
05. Telephone Number : _____.
06. Sex : _____.
07. Civil Status : _____.
08. Nationality : _____.
09. Permanent residential period within the North Western Province : _____.
10. Whether a citizen of Sri Lanka ? If citizenship by descent or registration ? : _____.
11. Educational Qualifications (Particulars of examinations passed) :
 - (i) Examination passed Year/Grade : _____, Year : _____.
 - (ii) G. C. E. (O/L) Examination :
Index No. : _____, Year : _____.

<i>Subject</i>	<i>Pass</i>	<i>Subject</i>	<i>Pass</i>

(iii) G. C. E. (A/L) Examination :

<i>Subject</i>	<i>Pass</i>

12. Professional Qualifications and Experience :————.

13. If presently you are serving in this Pradeshiya Sabha, Service period and particulars :————.

14. If ever convicted of any criminal offence in a Court of Law ? :————.

I hereby certify that the particulars mentioned in this application by me are true and accurate to the best of my knowledge and belief. If it is discovered before the selection that particulars mentioned in this application are frauds I know that I am not suitable for this post and if it is discovered after the selection I know that I will be dismissed without any compensation.

_____,
Signature of the Applicant.

Date :————.

*Certificate of Head of the Department
(Only for the Employees presently in Service)*

I hereby certify that the above given particulars are correct and applicant is presently serving as a, and also if the applicant be selected I agree to release from the service.

_____,
Signature of the Department/Institution.
(Official Seal should be placed)

Date :————.