

COLOMBO MUNICIPAL COUNCIL

Notice of vacancies

Recruitment for Posts in Grade III of the Primary Non-technical Segment in the Colombo Municipal Council of the Western Provincial Government Service

Applications are invited from the permanent residents of the Western Province who have fulfilled the following qualifications to fill from outsiders the vacancies in Grade III of the following Posts in the Primary non-technical Segment in the Western Provincial Government Services fallen vacant in the Colombo Municipal Council.

The applicants should prepare the applications according to the specimen given below in A 4 size papers either by typing or clearly writing in both sides of the paper and should be sent by registered post before 06.06.2018 addressed to Municipal Commissioner, Municipal Commissioner's Office, Colombo Municipal Council, Town Hall, Colombo 07. The words "Application for the Recruitment for Posts in Grade III of the Primary Non-Technical Segment in the Western Provincial Government Service in the Colombo Municipal Council (write the relevant job title) should be written on the top left hand corner of the envelope where the applications are enclosed. The applications received after 06.06.2018 will not be considered.

1. Job Title - Primary Non-Technical Segment in the Western Provincial Government Service.
 - I. Assistant Town Hall Keeper
 - II. Tree Cutter
 - III. Cleaner
 - IV. Road Marker
 - V. Cow Catcher
 - VI. Grease Sprayer

2. Recruitment Grade - Grade III

3. Salary Scale - PL -1 2016 (According to the Pub. Adm. Circular 3/2016)
Rs. 24,250 - 10X250 - 10X270 - 10X300 - 12X330 - 36,410/-

(Salaries will be paid according to schedule II of the {Pub. Adm. Circular 3/2016})

4. i. This post is permanent and pensionable. You should be subject to the policy decisions taken by the Government in the future with regard to the pension scheme.
ii. You should contribute to the Widows and Orphan Funds.
5. This recruitment is on permanent basis and you should be subject to the policy decisions taken by the Colombo Municipal Council.
6. Educational and other qualifications applicable to the Post.
 - i. Should be a citizen of Sri Lanka.
 - ii. Should be a permanent resident in the Western Province 3 years prior to the date of calling for applications.
 - iii. should have passed at least grade eight (8)
 - iv. Should be in a sound physical and mental condition to perform the duties assigned to the post.
7. Age Limit -
Should be not less than 18 years and not more than 45 years on the last date of accepting applications.
8. Should have completed all the qualifications on the date of accepting the applications.
9. Scheme of Recruitment
In respect of outside applicants applications will be called by Newspaper advertisements and recruitments will be made under the provisions in Pub. Adm. Circular 24/95. Recruitments will be made for Grade III. Applicants will be subjected to a structural interview where the basic qualifications will be checked and recruitments will be made in accordance with the merits acquired at the structural interview.
10. The final decision with regard to the recruitment to these posts rests on the Appointing Authority.

Lalith Wickremarathne
Municipal Commissioner
Colombo Municipal Council

16th May 2018.
Municipal Commissioner's Office,
Colombo Municipal Council.

For office use

Specimen Application Form

Application for the recruitment to Grade III in the Post of the Primary Non- technical segment in the Colombo Municipal Council of the Western Provincial Government Service

- Name with initials (in capital English) (Mr./Ms./Mrs.)

- Name with initials (In Sinhala)

- Name denoted by initials (in capital English letters)

- i. Permanent Address (In Sinhala)

- ii. Permanent Address (In capital English letters)

- iii. Temporary Address (in Sinhala)

- Date of Birth

Year				month			date	

(Should attach certified photocopy of the Birth Certificate)

- Age on the last date of the accepting applications

Year				month	

- National Identity Card No.

- Marital Status :-

- Telephone No Office / Private :

- Period of Permanent residence in the Western Province.....

(Certified photocopy of the Grama Sevaka Certificate should be attached)

- Educational Qualifications (Certified copies of testimonials should be attached to check qualifications. :

- Other qualifications (others)
 (Relevant certified copies should be attached to check qualifications)
 - i. Have you ever been convicted in court of law for any criminal offence (yes / No)
 - ii. If your answer is in the affirmative what was the nature of the offence and the punishment given.....

- Have you ever been dismissed or from resigned the Government / Provincial Government Service ? (Yes / No)
- If you are presently holding a permanent /Temporary/casual/ substitute /contract basis in government / provincial government service
 - i. Present post held :
 - ii. Date of appointment to that post :
 - iii. Nature of that appointment (Permanent / temporary/ casual/substitute/contract)
 - iv. Department / Division serving :

I do hereby state that the foregoing facts stated by me are true and correct to the best of my knowledge and belief and I am aware that in the event of any information furnished by me is revealed to be incorrect before my appointment to Grade III of the Primary Non-technical segment I will become an unit person to be appointed to that post and if it is revealed after my recruitment my services can be terminated without paying me any compensation.

Date

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Signature of the Applicant