

Public Service Commission
Limited Competitive Examination for Recruitment to the post of District
Inspector(Transportation & Commerce) in Management Assistant Supra Grade
Service Category in Sri Lanka Railway Department –2020(2023)

Applications are invited from the qualified officers of Sri Lanka Railway Department for the Limited Competitive Examination for Recruitment to the post of District Inspector(Transportation & Commerce) in Management Assistant Supra Grade Service Category in Sri Lanka Railway Department in terms of the scheme of recruitment to the Management Assistant Supra Grade Service Category in Sri Lanka Railway Department, approved on 19.10.2018 by the Public Service Commission. The deadline of receipt of applications is on 10.08.2023.

1. By this Limited Competitive Examination, recruitment will be made to the post of District Inspector(Transportation & Commerce) in Management Assistant Supra Grade Service Category in Sri Lanka Railway Department.

2. Eligibility:-

2.1 Experience

a. Be an officer in a post of Special Grade in Railway Station Master/ Railway Guard - & have completed an active & satisfactory service period of immediate five years.

Or

b. Be an officer in Grade 1 in Railway Station Master/ Railway - Guard & have completed an active & satisfactory service period of five years.

2.2 Physical Fitness

1. Be physically & mentally fit to serve in any part in the island & to perform duties in the post.

2.3 Others

1. Be a citizen in Sri Lanka.

11. Have a sound moral character .

111. Have completed a satisfactory service period of immediate five years as at the date of promotion.

1v. All the qualifications mentioned above as the requirements to recruit to the post should be completed in every aspect as at the deadline of receipt of applications .

3. It will be made 22 appointments. If there are candidates with equal marks exceeding the number of vacancies, the filling of that vacancy will be decided by the order of the Public Service Commission as per the clause 80 in the Minute of Procedural Rules.

4. Conditions of Service :-

4.1 A selected candidate will be subjected to the general conditions governing appointments in the Public Service and the terms and conditions set out in the recruitment procedure in Management Assistant Supra Grade in Sri Lanka Railway Department, approved on 09.10.2018 by the Public Service Commission No.PSC/EST/04-01-43/02/2016 and to any amendments made or to be made hereafter to that procedure, provisions in the establishment code and Financial Regulations and of the Minutes of procedural rules of the Public Service Commission published in the Gazette Extraordinary of the Democratic Socialist Republic of Sri Lanka no: 1589/30 of 20th February 2009.

4.2 This post is permanent & pensionable. (It should be subjected to the further policies, taken by the Government in respect of the pension scheme.) It should be contributed to the widows' & orphans' pension scheme.

4.3 This post is subjected to a probation period one year.

4.4 AS per the order of the Public Service Commission the power is vested to be cancelled the appointments of Candidates who fail to report for duty on the due date & or refuse or evade to take up duties in a post or in an area they are appointed to .

5. Salary scale per month:-

In terms of the schedule 1 of the public Administration circular 03/2016 dated 25.02.2016 the Salary scale relevant to this post is Rs41,580-11 *755 -18 *1,030- 18*1,030-Rs.68,425 /=(MN -7 -2016) . Your payments will be made with compliance to the Provisions of that circular as per the schedule II. In addition to this, you are entitled to the allowances paid to the government officers from time to time by the Government .

6. Examination Fee

The examination will be held by the Sri Lanka Institute of Development Administration. The examination fee is RS1500.00.....It should be paid to any Post office/ Sub Post Office in the island to be credited to Revenue Head of the - General Manager in Railways 306-2-1-0-1409-00-001 . One of the edges of the receipt obtained in favour of the candidate himself should be pasted in the relevant cage of the application. It is advisable to keep a photocopy of the receipt with the Candidate.

1. This fee is non – refundable due to any circumstance.

11. The date of conducting the examination will be notified later.

7. Method of Application-

- (a). The application should be in the form of the specimen appended to this notification & should be prepared on a A4 paper with the size of 29.5*21 using both sides. It should be specially noted that the application forms should be prepared that cages 1-0 to 2-8 appear on the first page of the paper, & the remains appear on the other pages. For this purpose it can be used computerized/typed applications.. As applications that do not comply with the specimen and that are not completed in every aspect shall be rejected without notice , it is the responsibility of the candidate to make sure that the application form complies with the specimen given in the examination notice or completed in every aspect & pasted the receipt obtained by making payments while completing relevant details in the application.. It is advisable to keep a photocopy of the application form as well as a photocopy of the receipt.
- (b) The application should be completed in the language medium in which the candidate intends to sit the examination with own hand written. It is essential to mention the name of examination in English language as well, in applications prepared in both Sinhala & Tamil medium.
- (c) The applicant should produce his Sub Departmental Head the duly completed application form along with a photo copy. The original copy of the completed application form with the approval of the Sub Departmental Head should be sent by registered post to reach the Appointment Branch in the General Manager's Office on or before 10.08.2023 after attaching the photo copy into the personal file.

It should not be sent any copy of an application personally except the application form, sent through the Sub Departmental Head. Any application, received after the due date will be rejected. The Sub Departmental Head should affirm that every application is complete in every aspect & sign the attestation of the Sub Departmental Head in No. 07..... in the specimen form. The application should not be addressed to the personal name of the General Manager or any officer in the Railway Department.

The words "Limited competitive Examination for promotion to the post of District Inspector (Transportation & Commerce) in the Management Assistant Supra Grade Service Category in Sri Lanka Railway Department 2020(2023) " should be clearly indicated on the top left hand corner of the envelope enclosing the application. After sending applications, It will not be considered any changes, made on the post & the service station of the applicant, existed at the time of applying for the examination as they are directly related with all the affairs of the examination.

- (d) A notice will be given to the Cabinet Branch concerned by the Appointment Branch in the General Manager's Office published as soon as admission cards are issued to applicants. If the admission card is not received even after 2 or 3 days of such a notification. It can be inquired through 011-5980236 in the Sri Lanka Institute of Development Administration in the manner specified in the notification.. In the instance of such an inquiry it would be advisable to keep photocopies of the application form .

- (a) On the prior assumption that only the qualifiers have applied as per the Gazette Notification, The Sri Lanka Institute of Development Administration will issue admission cards to the candidates who have sent duly completed application forms with the receipt of payment the due examination fee on or before the closing date of receipt of application forms. A candidate who fails to produce his admission card will not be permitted to sit the examination.
- (b) A Candidate must sit the Examination at the examination hall assigned to him. Every candidate presenting himself for the examination firstly must produce his admission card on which his signature has been attested, to the supervisor of the Examination center on the first day. A set of rules to be observed by all candidates is published at the beginning of Gazette. Candidates are subjected to rules & regulations on conducting the Examination. He is liable to a Punishment imposed by the Director General of Sri Lanka Institute of Development Administration for breach of these rules.
- (c) Attestation of Signature :- Candidate's signature in the application form & the admission card should have been attested by the Head of the Institute or his authorized officer.

Note:- The issue of an admission card to a candidate does not mean that he has fulfilled the requisite qualifications for an appointment or to sit the examination.

(09) Identity of candidates:-

A candidate will be required to prove his identity at the Examination hall to the satisfaction of the supervisor for each subject he offers. For this purpose, any of the following documents will be accepted.

- (1) National Identity card issued by the Department of Registration of persons
- (11) Valid passport
- (111). A valid Sri Lankan Driving License

The candidates should enter the examination hall without covering the face & the ears for the convenient to establish the identity. Further the candidates who reject to establish the identity are not permitted to enter the examination hall. It should be refrained from covering the face & the ears from the moment of entering to the examination hall until exit from the examination hall as it is convenient the examination authorities to identify the candidates.

(10) Penalty for furnishing false information:-

- 1.. If it is found to be disqualified according to the rules and regulations of this examination, his or her candidature will be cancelled at any instant prior or during or after the examination.
11. If it is found to be later that the particulars , furnished by the candidate are inaccurate, or if it is disclosed that any matter is hidden intentionally by him or her

or it is not further considered on granting an appointment for him or her.& any appointment, made under this examination will be subjected rescission or dismissal from government service.

(11) Scheme of Examination and Medium of Examination –

This examination will be held only in Colombo on a date ,decided by Sri Lanka Development Administrative Institute.

11.1 Medium of Examination

1. The examination will be held in Sinhala, Tamil & English.

Note:

- (a) A candidate should sit the examination in the same language .
- (b) A candidate will not be permitted to change the language medium of the examination indicated in the application.

11.2 Results

1. The results of this examination are issued to the secretary to the public Service Commission & after completion of all the recruitments all the other candidates sat for the written examination will be notified results personally by Sri Lanka Institute of Development Administration with the notification of the General Manager in Railways to issue their results .

11. The candidate is subjected to the rules & regulations ,imposed by the Sri Lanka Institute of Development in respect of conduct of examination & issue of results.

11.3 Syllabus of the Examination

11.3.1 Syllabus of the written Examination

01. Intelligence Test

This is a multiple question paper. This question paper will consist of multiple choice & short answers using verbal, numerical ,spatial contexts ,tabular, pictures and graphs to assess the candidate's capacity for taking logical decisions.

02. Comprehension

This question paper will be prepared with questions inclusion an essay, a comprehensive paragraph in order to measure the candidate's capacity for précis, clear expressions ,accurate language usage ,reportage, & understandability)

12) Recruitment Procedure:-

A number equivalent to twice of the number of vacancies shall be called for the interview for the evaluation of eligibility in order of merits from among those who have passed the written examination. It will be recruited a number, equivalent to the vacancies , existed at time of calling applications in order of merits of the aggregated marks of the written test & the Interviewof evaluating eligibility.

12.1 Written Examination

A written Examination will be held for the following subjects with two papers. It is as the follows the subjects & the minimum marks required to pass each subject.

Subject	Marks	Minimum Marks, required to pass
01.General Intelligence	100	40%
02. Comprehension	100	40%

Candidates should sit all the question papers.

12.2 Interviewof evaluating eligibility :-

Pursuant to the paragraph 12.1 in this notification ,a number equivalent to twice of the number of vacancies shall be called for the interview for the evaluation of eligibility in order of merits from among those who have passed the written examination. It will be recruited a number, equivalent to the vacancies , existed at time of calling applications in order of merits of the aggregated marks of the written test & the Interviewof evaluating eligibility.

An Interviewof evaluating eligibility of candidates will be held by an interview board , appointed by the Public Service Commission in order to measure the additional qualifications of thecandidates as per the following detailed marking scheme.. The highest marks ,scored in the interview is One Hundred marks.(100)

12.3 The Detailed Marking Scheme

N.B.Note -: Facing the interview should not necessarily mean that it has been fulfilled requisite qualifications to offer the appointment.

Serial No.	Major Areas of Awarding Marks	Sub Areas ,taken for consideration	Marks, awarded	Maximum Marks	
1	Educational Qualifications	A Degree, obtained from a recognized University in the government relevant to any field.	20	20	
2	Professional Qualifications	For a course of six months or over in the relevant field.	20	20	
		For courses less than six months in the relevant field	10		
3	Additional Experience	Railway Station Masters' Service	Have served as the Railway Station Master 111,11,1 in the three divisions , the Railway Station Master (operating)	06	30
			02 marks for each year of satisfactory service after completion of a satisfactory service period of five years as a Railway Station Master, Grade 1	12	
			03marks for each year of satisfactory service after completion of a satisfactory service period of five years as a Railway Station Master in Special Grade	12	
		Railway Guards' Service	Have served as the Railway Guard 111,11,1 in the three divisions	06	
			02 marks for each year of satisfactory service after completion of a satisfactory service period of five years in the post of Railway Guard, Grade 1	12	
			03marks for each year of satisfactory	12	

			service after completion of a satisfactory service period of five years as a Railway Guard in Special Grade		
4	English language proficiency	A Diploma ,obtained from a recognized Institute-over six months	10	5	
		Certificate Courses , obtained from a recognized Institute –From 03 months to 06 months	05		
5	Computer	A Diploma ,obtained from a recognized Institute-over six months	06	10	
		Certificate Courses , obtained from a recognized Institute –From 03 months to 06 months	04		
		(N.B.-For sub sections No.04 &05 A Diploma Course should be not less than 06 months or 720 hours & a Certificate Course should be not less than 03 months or 360 hours .All the courses should have been conducted by an Institute ,recognized by the government.)			
6	Skill at the Interview	Leadership	02	05	
		Personality	02		
		Communication talent	01		

12.4 The Public Service Commission will be produced by the Sri Lanka Institute of Development Administration a priority list (arranged to the order of the index number /the alphabetical order) of including the names of applicants ,twice of the number of the vacancies.

13. In the event of inconsistency in the notification among Sinhala, Tamil and English languages, the Sinhala text shall be prevailed.
14. The Public Service Commission has right to continue any or all of the vacancies without filling & to take decisions on matters for which regulations are not provided hereof.

On the order of the Public Service Commission,

M.M.P.K.Mayadunne
Secretary,
Ministry of Transport & High Ways ,
07th floor,
Sethsiripaya,
Stage 11,
Battaramulla.
On.....

Annexure 11
Application Form

(For Office use)

Limited Competitive Examination for Recruitment to the post of District Inspector(Transportation & Commerce) –in Management Assistant Supra Grade Service Category in Sri Lanka Railway Department – 2020(2023)

1.0 Medium

Language Medium of Examination

Sinhala-1

Tamil - 2

English-3

(Write the relevant number in the cage) The application form should be in the Language Medium in which the candidate intends to sit the Examination.

2 Personal Particulars:

2.1 Full name (In English Block Capitals):- _____

(Ex.: HERATH MUDIYANSELAGE SAMAN KUMARA GUNAWARDHANA)

2.2 Last Name With Initials: (Ex :GUNAWARDHANA , H.M.S.K) : _____

2.3 Full Name: (In Sinhala/ Tamil): _____

2.4 Official address(In English Block Capitals) : _____

[Admission Card will be posted to this address]

2.5 Official Address (In Sinhala/ In Tamil) : _____

2.6 Private Address (In Sinhala/ In Tamil) : _____

2.7 Gender:- [Please write the relevant number in the cage]

Male - 0

Female - 1

2.8 National Identity Card Number:

2.9 Mobile Number

2.10 Civil status:- [Please write the relevant number in the cage]

Unmarried – 1

Married – 2

2.10 Ethnicity (Sinhala – 1 , Tamil – 2, Indian Tamil – 3, Muslims – 4, Others – 5)

[Please write the relevant Number in the cage]

2.11 Date Of Birth : Year Month Date

3. Language Medium of the Examination /Interview , You have passed to qualify for the service/grade on:-

4. Have you fulfilled all the qualifications?:(As per the 2ndparagraph in the Gazette Notification):-

(i). The Service concerned : Railway Station Master /Railway Guard
(Cut the irrelevant word)

(ii). Age as at :-Y: Months: Days:

(iii). Current Office :-.....

(iv) Grade :-

(v). Date of appointment :-.....

(vi). Date of confirmation in the above post :-.....

(vii) Salary Code & Salary Scale :-.....

(viii) Language Medium of examination :-.....

(ix)Total period of active& satisfactory service in a post //grade in a approved service pursuant to the 2nd paragraph in the Gazette Notification

5 Payment of Examination Fee:

- 1 The Office at which the fee was paid.....
- 11 Amount paid.....
- 111. Date of payment
- 1v Receipt No.....

Paste only one edge of the receipt here. (keep a photocopy of the receipt with you)

6.0 Declaration of the Candidate:-

I hereby declare that I have earned all the increments (except the increment which is a condition of passing service or departmental tests) immediately on or within the year & completed an active & satisfactory service period as per the Fifth paragraph in the Gazette Notification as at & not subjected to any other or disciplinary punishment (except warning).

I am liable to the decisions taken by the Sri Lanka Institute of Development Administration in respect of conduct of examination & issue of results.

I hereby declare that I have qualified to sit the examination as per the rules & regulations in the Gazette Notification & all the particulars furnished by me in this application are true & accurate to best of my knowledge .

I agree to follow the rules & regulations in this Examination & if it is found to be disqualified as per the Service Minute recruitment inclusive of the Provisions on the Examination, I am liable to be cancelled my candidature prior or during or after the examination. Further, I am liable to follow the rules & regulations, imposed by the Sri Lanka Institute of Development Administration.

Date:-

.....
Signature of the applicant

7.0 Recommendation of the Head of the Department :- (As per the applicant's personal file)

I do hereby certify that the applicant Mr./Mrs./Miss. is serving as a & all of his/her increments (except the increment which is a condition of passing service or departmental tests) have been earned within the period of five years prior to & not subjected to any other or disciplinary punishment (except warning) & has completed an active & satisfactory service period of five years as per the Fifth paragraph in the Gazette Notification & qualified to sit the

examination as per the rules & regulations in the Gazette Notification & he/she put his/her signature before me & has paid the due examination fee & pasted the receipt.

.....
Signature of the Head of the Department/Authorized officer

Name:-

Designation :-

Date:-.....

(Must attest by an official seal)