

APPLICATIONS are called for the undermentioned vacant posts in the Moratuwa Municipal Council, from applicants who possess qualifications mentioned in this notification, and who are permanent residents in the Western Province.

Serial No.	Designation	No. of Post	Salary Code	Salary Scale	Educational and Other Qualifications
01	Driver (Grade III) (Only for the post of drivers in Garbage transporting vehicles)	08	PL3-2016	Rs. 25,790-10x270-10x300- 10x330-12x350- Rs. 38,990	Should have Passed Grade 8. <i>Professional Qualifications :</i> Heavy driver- Should possess a driving license for light lorries up to tare of 34 cwt and for buses that can carry not more than 32 passengers that is "AI" and "C" license or a certificate of proficiency issued by the Commissioner General Motor Traffic to drive Motor Vehicles and heavy trailers of over tare of 34 cwt and buses that can carry more than 32 passengers or "A" class license or according to new driving license "D" class license. III. Should have a good knowledge of Road Regulation Code. IV. Should have 03 years of experience as a vehicle driver after obtaining the driving license. (Experience should be verified through formal certificates) IV. Minimum height should be 5 ft. V. Should be physically fit to work in day time and night time and should have a sound eye sight which should be confirmed by a Medical Certificate issued by a Government Medical Officer.

Method of Recruitment.- By the Professional test & General Interview.

Professional Test :-

Subjects	Maximam Marks	Pass Marks
Proficiency Driving	40	20
Practical knowledge of Road Rules.	40	20
Basic knowledge of Motor Mechanism	20	10

The officer conducting the Professional Test.

The aforesaid professional Test should be conducted by a panel comprising of the following officers.

- (i) An Executive /Staff Officer appointed by the appointing authority.
- (ii) A Motor Vehicle Examiner of the Motor Traffic commissioner's department.
- (iii) An Officer from the Traffic Police Division.

Conditions of Recruitment :

- (i) Applicant should be a citizen of Sri Lanka
- (ii) Applicant should be a permanent resident in the Western Province during the preceding three years on the date of accepting applications.
- (iii) Applicants should be not below 18 years of age and not over 45 years as at the closing date of applications.
- (iv) Applicant should possess a sound character and in good health.
- (v) All requirements required for the appointment to this post should be fulfilled in all aspects on the date of the application calling Notice/ Gazette Notice.
- (vi) Applicant should not be a person, who had been convicted in a Court of Law or a person who has been punished.
- (vii) Applicants will be called for the interview in accordance with the provisions in the relevant Scheme of Recruitment and selections will be made according to the highest marks scored.
- (viii) No applicant will be considered suitable for recruitment solely on the fact that they have been called for the interview or they had appeared for the interview.

Conditions of Service :

1. This post is permanent and pensionable. You should be subjected to the policy decision taken by the Government in future regarding the pension scheme applicable to this post. Selected employees Should Contribute to the W.& O.P. Fund. You should make contributions in accordance with the manner in which the Government orders from time to time.
2. The permanent appointment is subject to a probationary period of 03 years.
3. Appointees are bound to adhere to the Constitution of the Democratic Socialist Republic of Sri Lanka, Establishment Code, and Financial Regulations and to orders from time to time issued by the Government and western Provincial Council and Moratuwa Municipal Council.

How to send Applications :

1. Applicants should prepare their application in a A 4 size paper as shown in the specimen attached using both sides and should be sent under registered post addressed to Municipal Commissioner, Municipal Council, Moratuwa or can be hand delivered on or before 08.04.2019. The name of the post applied for should be mentioned in the application and on the top left hand corner of the envelope. Late applications will be rejected.
2. Applications lost in post or returned undelivered due to wrong address written and the applications not filled according to the notice will be treated as incomplete applications and will be rejected.
3. Photocopies of the following Certificates should be sent along with the application. The applications not sent in such manner will be rejected.
 - (a) Birth Certificate
 - (b) Educational Certificates. (with certificates to confirm the result)
 - (c) Certificate in respect of residence issued by Grama Niladhari countersigned by the Divisional Secretary,
 - (d) Two character certificates obtained recently. (One from GS)
 - (e) Police Report.

4. In case any applicant is sending applications for more than one post, separate applications should be sent in respect of each post and should be enclosed in separate envelopes and sent.

K. A. THILAKARATHNE,
Municipal Commissioner,
Municipal Council, Moratuwa.

At the Moratuwa Municipal Council,
08th March, 2019.

Specimen Application Form

APPLICATION FOR THE POST OF OF THE MORATUWA MUNICIPAL COUNCIL IN THE WESTERN PROVINCIAL PUBLIC SERVICE

01. Name with initials : _____.
02. Names denoted by Initials : _____.
03. Permanent address : _____.
04. District of Permanent residence : _____.
05. N.I.C. No. : _____, Telephone Number : _____.
06. Date of Birth : Year : _____, Month : _____, Date : _____.
07. Nationality : _____.
08. Age as at the closing date of application: Years : _____, Months : _____, Days : _____.
09. Sex (Male or Female) : _____.
10. Civil status : _____.
11. Are you a Citizen of Sri Lanka, if so by descent or by Registration ? : _____.
12. Educational Qualifications : _____.
13. Professional Qualifications Experience : _____.
14. Other Qualifications : _____.
15. If you are already working in this Municipal Council,
 - I. State your designation : _____.
 - II. Whether this appointment is Contract Basis/Substitute/Temporary / Casual ? : _____.
 - III. Date of appointment : _____.
16. Applicant should not be a person, who had been convicted in a Court of Law and punished : _____.

I declare that the above information furnished by me are true and correct, according to my knowledge and belief. I am also aware, that I will get disqualified, if the above information is found to be False and untrue before being appointed to the post, and it will lead to dismissal from service without paying any compensation if detected after being appointed to the post.

Signature of the Applicant.

Date : _____.

Certificate of the Head of the Department / Institution, for applicants who are already in the Government Service/ Provincial Government Service :

Mr./Mrs./Miss..... is presently employed in this Department / Institution, as a He/ She can/cannot be released from service if selected for the post he/she has applied. I also certify that, he/ she has not been punished for any disciplinary action. His application is recommended and submitted.

Signature of the Head of the Department/Institution.

Name : _____.
Post : _____.
Dept : _____.
(place the official seal)

Date : _____.