

Limited Competitive Examination for recruitment to Executive Service category of grade III of Assistant Superintendent (Commercial/ Transportation) in Sri Lanka Railway Department – 2017 (2018)

Applications are invited for Limited Competitive Examination for recruitment to the posts in Grade III of Assistant Superintended (Commercial/ Transportation) in Sri Lanka Railway Department from the qualified Departmental officers.

01. Recruitment will be made to Grade III of Assistant Superintended (Commercial/ Transportation) in Sri Lanka Railway Department by this Examination.

Written Examination:- this examination will consists of three papers.

1. General Intelligence
2. Language Competency
3. Railway security Rules, Railway Operations and Commercial Regulations.

Date of Examination:-

This Examination will be held in December 2018 . The Secretary reserves the right to postpone or cancel this Examination subject to the instructions given by the Public Service Commission.

02. It will be made 8 appointments. If there are candidates with equal marks exceeding the number of vacancies for the last vacancy or the last vacancies, the filling of vacancies will be decided by the order of the Public Service Commission as per the clause 80 in the minutes of procedural rules.

03. Conditions of Service :-

3.1 A selected candidate will be appointed to Grade III of the service on the general conditions governing appointments in the Public Service and on the terms and conditions set out in the recruitment procedure for executive service category in Sri Lanka Railway Department approved on 26.01.2017 by the Public Service Commission No: PSC/EST/04-01-43/05/2016 and subject to any amendments made or to be made here after 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.

3.2 This post is permanent. Pensionable and contribution should be made to the Widow's and Orphan's pension Fund.

3.3 This post is subject to a one year probation period. Every Officer should be passed required Efficiency bar test compulsory before completion of 03 years from the date of appointment to the post in Grade III of Assistant Superintended (Commercial/ Transportation) in the Executive Service category in Sri Lanka Railway Department on terms and conditions set out in the recruitment procedure.

3.4 It is required to achieve the proficiency of due official language within five years from the date of appointment in terms of the provisions of the public Administration Circular No.01/2014 and the consequent circulars.

3.5 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 are liable to be cancelled by the order of the public service commission.

04. 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 Rs.47,615/= -10x1,335-8x1,630-17x2,170-Rs.110,895/=(SL-1-2016). Your payments will be made with compliance to the Provisions of that circular its schedule II. In addition to this” you are entitled to the allowances paid to the government officers from time to time

05. Eligibility:-

- (a)
 - i. Be a citizen in Sri Lanka
 - ii. Have a sound moral character
 - iii. Be Physically & mentally fit to serve in any part in the island

- (b) Experience:-
 - (i) Being an officer who has completed a satisfactory and active service period of not less than 05 years as a Railway Guard grade 1 or a Station Master – Grade - 01

 - (ii) Being an Officer in a post of Investigation Officer/ Inspector transportation/ District Inspector (Transportation and commercial)/ Railway Station Superintendent/Stores Agent/ Controller of Stores/yard master/Chief Railway Controller/Station Master (Super Grade), Senior Station Master/ Railway Guard (super Grade), Officer in charge of Railway Guards, Railway Guard (special), Guard Inspector, Guard Inspector (special)

Note:-Even the officers in the posts of Investigation Officer/Inspector – Transportation/ stores Agent/ Guard Inspector can apply for this until it is absorbed into a new recruitment procedure.

Other

- (i) Should complete a satisfactory and active service period of 5 years to the date of calling applications.
- (ii) All the required qualifications mentioned above for the recruitment of the post should be completed in every aspect up to the date mentioned in the notification of calling applications or gazette
- (iii) Age is irrelevant for the internal applicants.

06. Examination Fee:-

The examination fee is RS.1200.00 It should be paid before the closing date of applications at any Post office/ Sub Post Office to be credited to Revenue Head 20-03-02-13 Commissioner - General of the Examinations. The receipt obtained from the Post Office/ Sub Post Office should be pasted in the relevant cage of the application form. Money orders or stamps will not be accepted. This examination fee is non – refundable and will not be exchanged for another examination. It is advisable to keep a photocopy of the receipt with the Candidate.

07. Method of Application:-

(a) The application should be in the form of the specimen appended to this notification & should be prepared on A4 size paper using both sides. It should be specially noted that the application forms should be prepared that cages 1-0 to 2-12 appear on the first side of the paper 3.0 to 7.00 appear in the second page & the remains in the third page. For this purpose it can be used computerized/typed applications. Applications that do not comply with the specimen and that are not completed in every aspect shall be rejected without notice. So it is the responsibility of the candidate to make sure that the application form perfected by the candidate complies with the specimen given in the examination notice, completed in every aspect or pasted the receipt obtained by making payments while completing relevant details in the application. Further it is advisable to keep a photocopy of the receipt and the application with the candidate.

(b) The application should be filled in the language medium in which the candidate intends to sit the examination with the handwriting of the candidate by himself. It is essential to mention the name of examination in English language as well, in applications prepared in both Sinhala & Tamil media.

(c) The completed application form for the examination should be sent by registered post to reach the following address on or before 28.09.2018. The words Limited competitive Examination for Recruitment to Grade III in Assistant Superintendent (commercial/Transportation) in Executive service category in Sri Lanka Railway Department – 2017” should be clearly indicated on the top left hand corner of the envelope enclosing the application. Any application received after the closing date will not be accepted.

The Commissioner- General of Examinations,
Organization & Foreign Exam Branch,
Department of Examination,
Post Box 1503,
Colombo

(d) Post and the service station of the applicant hold at the time of applying to the examination, are applicable for all the matters with regard of the exam and it will not be considered any change of them after sending the applications.

(e) Applications, which are not complete in every aspect will be rejected. No complaint that an application has been lost or delayed in post will be considered.

(f) A notice will be published in the newspapers by the Department of Examination as soon as admission cards are issued to applicants. If the admission card is not received even after 2 or 3 days of such an advertisement, steps should be taken to notify the Department of Examinations in the manner specified in the advertisement. In such notification, it should be mentioned the title of the Examination, full name of the candidate, address & national Identity card Number. In case of applicants outside Colombo a letter of request furnishing a fax number to which the admission card should be sent is important to be forwarded to the Department of Examination with the object of sending a photocopy of the admission card by fax. In such a request it is useful to keep photocopies of the applications, receipt obtained by paying exam fee and the receipt of registration to prove any matter inquired by the Department of Examination.

(08) Admission to the Examination:-

(a) The Commissioner General Of Examinations will issue admission cards to the candidates who have sent completed application forms in every aspect on the presumption that only qualified applicants have applied according to the gazette notice. 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 & regulation imposed by the Commissioner General of Examinations on conducting the Examination. He/she is liable to be subjected to a Punishment imposed by the Commissioner General of Examination for breach of these rules.

(c) Attestation of the signature:

Signature of the candidate in the application form and the admission card should have been attested. The signature of a candidate who applies through an institute, should have been attested by the Head of the Institute or by an officer authorized by him.

Note:- The issue of an admission card to a candidate does not mean that he has fulfilled the requisite qualifications to get a post 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 supervisor for each subject he offers. For this purpose, any of the following documents will be accepted.

- (a) National Identity card issued by the Department of Registration of persons;
- (b) Valid passport;
- (c) Valid Driving License;

(10) Penalty for furnishing false information:-

Application should be filled very carefully & accurately. If a candidate is found to be ineligible his candidature is liable to be cancelled at any stage prior to during or after the examination in order to the rules & regulations of this exam.

(11) Any matter not provided in these regulations will be dealt with as determined by the secretary subject to the instructions given by the public service commission.

(12) Scheme of Examination and Medium of Examination

- (a) The examination will be held in Sinhala, Tamil & English

NOTE:- (I) A Candidate must sit all the papers of the examination in one & the same language

- (II) A Candidate will not be permitted to change the language medium of the examination indicated in the application.

(13) Recruitment Procedure:-

13.1 Written Examination

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

| NO | Subject | Marks | Minimum marks required to pass |
|----|---|-------|--------------------------------|
| 01 | Intelligence Test | 100 | 40 |
| 02 | Language Ability | 100 | 40 |
| 03 | Railway security rules, Railway Operations & Commercial regulations | 100 | 40 |

Candidates should sit all the question papers

13.2 Interview for the evaluation of eligibility:

A number equivalent to twice the number of vacancies shall be called for the interview for the evaluation of eligibility, in order to merit from among those who have sat the written examination for the post of Assistant Superintendent (commercial/ Transportation) All the candidates sat for the examination will be notified results personally through post or web site www.result.exams.gov.lk by the Department of Examination consequent to the submission of final results sheet which was prepared in order to the highest aggregate of marks scored for the written exam and the interview to the Secretary of the Public Service Commission.

An interview for the evaluation of eligibility will be held in order to the following procedure to measure the additional educational qualifications and seniority of applicants by an interview board appointed by the Public Service Commission. The highest mark offered at the interview will be 100

| NO | Scope | Highest Mark |
|----|---------------------------------------|--------------|
| 01 | Additional Educational qualifications | 30 |
| 02 | Seniority | 70 |
| | Total | 100 |

13.3 Marking scheme of the interview in detail is as follows

| Areas which marks are awarded | Sub areas concerned | Marks to be offered | Highest Mark | |
|---------------------------------------|--|--|--------------|----|
| Additional Educational Qualifications | For a degree | 15 marks | 30 | |
| | Post Graduate Degree | 10 marks | | |
| | For the relevance of the degree or the post graduate degree mentioned above to the field of Transportation | 05 marks | | |
| Seniority | For an officer completed 5 years of Service period as a first class Station Master or for a satisfactory service period of a Railway Guard after being qualified | For 1 year | 04 marks | 70 |
| | | For a period from 06 months to one year | 02 marks | |
| | | For a period from 03 months to 06 months | 01 mark | |

| | | |
|---|--|-----------|
| For a satisfactory service period of officers in the posts of Investigation Officer/ Inspector - Transportation/ District Inspector(Transportation & Commercial)/ Railway Station Superintendent/ Stores Agent- Controller of Stores/ Yard Master/ Chief Railway Controller/ Station Master (super grade), Senior Station Master, Railway Guard(super grade), Officer in charge of Railway Guards, Railway Guard (special), Guard Inspector, Guard Inspector (special) after being qualified | For 1 year | 06 marks |
| | For a period from 06 months to one year | 03 marks |
| | For a period from 03 months to 06 months | 1 ½ marks |

NOTE:- Facing the interview should not necessarily mean that he or she has fulfilled requisite qualification to receive an appointment

(14) Syllabus of the written Examination

01. Intelligence Test

This question paper will consist of 50 multiple choice and short answer questions using verbal, numerical, spatial contexts, tabular, pictures and graphs to assess the candidate's capacity for comprehension ability & taking judicious decisions. All the questions should be answered (One hour)

02. Language Competency

This is a structured paper with essay type questions & providing short answers questions to assess the candidate's knowledge on grammar in handling the language précis writing, explanation of meaning, expressing the salient ideas, concisely clearly & accurately. All the questions should be answered. (Two hours)

03. Railway security rules, Railway Operations and Commercial Regulations

This is a structured paper with essay type questions to assess the Knowledge of the candidate with regard to Railway Security Rules, Railway Commercial Regulations, Railway Accounts Instructions & Railway Departmental Instructions. All the questions should be answered. (02 hours)

15. In the event of inconsistency among Sinhala, Tamil and English languages the Sinhala text shall prevail.

On the order of the public service Commission,

On 19th July 2018


G.S. Withanage
Secretary

Ministry of Transport & Civil Aviation

Ministry of Transport & Civil Aviation

07th Floor

Sethsiripaya

Stage II

Battharamulla

G. S. Withanage

Secretary

Ministry of Transport & Civil Aviation

7th Floor, Sethsiripaya (Stage II)

Battharamulla

Application Form

Office use only

Limited Competitive Examination for recruitment to Executive Service category of grade III of Assistant Superintendent (Commercial/ Transportation) in Sri Lanka Railway Department - 2017 (2018)

1.0 Medium

Language Medium of Examination

Sinhala -2

Tamil - 3

English - 4

(Write the relevant Number in cage) Language Medium of Examination should be used to fill the application form.

2.0 Personal Particulars:

2.1 Full name (In English Capital Letters):- _____

(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 Capital Letters) [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 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

2.12 Mobile Number:

- 3.0 Mention The language of the examination /Interview which you have been qualified to the service/ Grade to the date of 28.09.2018 : _____
- 4.0 (I) Have you fulfilled all the requirements in terms of the Gazette notification? _____
- (a) Age on 28.09.2018 : _____
- (b) Experience _____
- Under which category, 5 (b) I/5 (b) II are you qualified as per the 05(b) paragraph of the Gazette notification? _____
- (ii) Designation hold at present: _____
- (iii) Grade: _____
- (iv) Date of the appointment: _____
- (v) Date of confirmation in the particular post: _____
- (vi) Salary code number & salary scale: _____
- (vii) Language medium of examination: _____
- (II) The entire period of active & satisfactory service that should be completed qualifications in a service/Grade approved in terms of the paragraph 05 in the Gazette notification on 28.09.2018:

5.0 Payment of examination fee:

Examination fee

- (i) Office at which the fee was paid
- (ii) Amount Paid
- (iii) Date on which the Examination fee was paid.....
- (iv) Receipt No

Paste only one side of the receipt (original copy) 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 the services or departmental tests) to 28.09.2018 or within the period of 28.09.2018, or I have not been subjected to any kind of disciplinary punishment. Further I declare that I am liable to the decisions of the commissioner General of Examination with regard of conducting the exam and issuing results. I hereby declare that I am qualified to sit for the limited Examination in terms of the rules & Regulations in the gazette notification and 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 in terms of the service minute with 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 commissioner General of Examinations.

Date:-

Signature of the applicant

7.0 Recommendation of the Head of the Department.[according to the personal file of the applicant]

I hereby certify that the applicant Mr./ Mrs./ miss..... is serving as aHe/she has earned all the increments (except the increment which is a condition of passing the service or departmental tests) to 28.09.2018 Date or within a period of five years, or he/she has not been subjected to any kind of disciplinary punishment (except warning), or possess a 05 years period of active & satisfactory service as per the 05th paragraph in the relevant gazette notification, or he/she is qualified to sit for the examination in terms of the rules & regulations in the gazette notification, or he/she has put his/her signature before me

Signature of the head of the Department/
Signature of the authorized Officer

Name:-

Designation :-

Date:-.....

(Must attest by an official seal)