

02. The division for which applications were called, Position and the deadline for receipt of application only should be amended and please kindly consider that all other facts mentioned in the relevant Notice of Calling for Applications remain unchanged.

W. R. A. N. S. WIJAYASINGHE,
Registrar General.

Registrar General's Department,
No. 234/A3, Denzil Kobbekaduwa Mawatha,
Battaramulla.

SCHEDULE

<i>District</i>	<i>Divisional Secretariat</i>	<i>Post and Division for which Applications are called</i>
Badulla	Haldummulla	Post of Births & Deaths Registrar of Kandapalla West Division and Marriage Registrar (General) of Haputale Division (Tamil Medium)

09 - 28

OFFICE OF THE CABINET OF MINISTERS

Notice Calling for Applications for the appointment to the Post of Deputy Director, Class I Grade II of the Sri Lanka Information and Communication Technology Service

APPLICATIONS are called for one (01) vacant post of Deputy Director (Information and Communication Technology) in the Office of the Cabinet of Ministers, from officers in Class I Grade II of the Sri Lanka Information and Communication Technology Service.

02. Applications prepared as per the specimen form given at the end of this notification in terms of Annex - 02 of Public Administration Circular No. 28/2019 dated 12.09.2019 issued in accordance with the order of the Public Service Commission should be sent by registered post or by hand to reach the Secretary to the Cabinet of Ministers on or before **02.10.2023**. The words "Application for the post of Deputy Director (Information and Communication Technology)" should be written on the top left hand corner of the envelop enclosing the application.

Address to which applications should be sent : Secretary to the Cabinet of Ministers,
Office of the Cabinet of Ministers,
Lloyd's Building,
Sir Barron Jayathilaka Mawatha,
Colombo 01.

03. Appointment to the post of Deputy Director (Information and Communication Technology) of the Office of the Cabinet of Ministers will be made by the Public Service Commission as per the merits at the Interview which is to be conducted by a Board of Interview approved by the said Commission in accordance with the Service Minute of the Sri Lanka Information and Communication Technology Service promulgated by the Extraordinary *Gazette* Notification No. 2050/43 dated 22.12.2017 of the Democratic Socialist Republic of Sri Lanka and the provisions of the Public Administration Circular No. 28/2019 dated 12.09.2019.

04. The detailed Marking Scheme of the above interview is given below.

By order of the Public Service Commission.

Secretary to the Cabinet of Ministers.

Office of the Cabinet Ministers,
Lloyd's Building,
Sir Barron Jayathilaka Mawatha,
Sir Barron Jayathilaka Mawatha,
Colombo 01.

Telephone No. : 011 2329620/011 2422438

Fax No. : 0112323730

Email : info@cabinetoffice.gov.lk

OFFICE OF THE CABINET OF MINISTERS

Marking Scheme of the Aptitude Assessment Interview for the post of Deputy Director Class I Grade II of the Sri Lanka Information and Communication Technology Service.

<i>Serial No.</i>	<i>Titles of Testing and Marking</i>	<i>Maximum Marks</i>	<i>Total Marks</i>
1.	<u>Service Experience</u>		60
	(I) 05 marks will be given for an active and satisfactory service period of each year in Class I Grade II of the Sri Lanka Information and Communication Technology Service and 2 1/2 marks for a service period of more than 06 months but less than one year. Marks will not be given for a service period of less than 06 months.	50	
	(II) 02 marks will be given for each year of prior experience (as Deputy/Assistant Director) relating to the requirement of Information and Communication Technology in the Office of the Cabinet of Ministers (for a maximum 05 years) and 01 mark for more than 06 months period of experience. Marks will not be given for experience of less than 06 months.	10	

Serial No.	Titles of Testing and Marking	Maximum Marks	Total Marks
2.	<p><u>Competency</u></p> <p>(I) Educational Qualifications</p> <p>In addition to the basic qualifications considered at recruitment, only the educational qualifications relevant to the categorization of fields of specialization set out in the Service Mintue of the Sri Lanka Information and Communication Technology Service or the aducational qualifications relevant to the post for which applications have been called, will be considered.</p> <p>(a) Post Graduate Degree in Computer Science/Information Technology - 15 marks</p> <p>(b) Post Graduate Diploma in Computer Science/Information Technology - 10 marks</p> <ul style="list-style-type: none"> • Marks will be given only for the highest qualification. <p>(II) Professional Qualifications</p> <p>a. (i) For a Diploma Course of at least one year or more related to the field of Information and Communication Technology (Local/Foreign) - 10 marks</p> <p>(ii) For courses of 06 months or more but less than 01 year related to the said field - 05 marks</p> <p><u>Note</u></p> <p>The following internationally recognized professional certifications will be considered under 02 (II)a. (i) above, irrespective of the course duration.</p> <ol style="list-style-type: none"> 1. BCS/ACS 2. Microsoft Certifications 3. Sun Certifications 4. Cisco Certifications 5. CISSP Certifications <p>(III) Special Performances/Contributions</p> <p>Marks will be given as follows for Innovations, Dovelopments and Achievements, Awards and Commendations relevant to the field of Information and Communication Technology.</p> <p>(a) 02 marks each for a maximum of 05 items for each Innovation, Development, Achievement or Award covering the following fields - 10 marks.</p> <ol style="list-style-type: none"> 1. Software Design/Development 2. Network Administration 3. System Administration 4. Data Base Administration 5. General Information and Communication Technology Tasks & etc. 	15	40
		10	
		10	

Serial No.	Titles of Testing and Marking	Maximum Marks	Total Marks
	<p>(c) A maximum of 05 marks will be given at the rate of one mark for each Commendation (only for a maximum of 05 commendations) submitted in General Form 230 B and certified by the Secretary to the Ministry/Head of Department. An applicant having received the maximum marks given for commendations could obtain the rest of the 05 marks set out under (III)a above as well.</p> <p>Note</p> <ul style="list-style-type: none"> • It should be certified by the Head of Department that the innovations, developments have been done by the applicant himself. • Formal certificates should be submitted to authenticate that the awards and achievements have been obtained by the applicant himself. <p>(IV) Competency shown at the Interview</p> <p>a. Leadership - 02 marks b. Communication skills - 02 marks c. Professional politeness - 01 mark</p>	05	
	Total		100

OFFICE OF THE CABINET OF MINISTERS

Application for the appointment to the Post of Deputy Director Class I Grade II of the Sri Lanka Information and Communication Technology Service.

Part (A) - Should be filled by the Applicant.

1. Full Name : Mr./Mrs./Miss.
2. Date of Birth :
3. National Identity Card No. :
4. Period of Service :

Class/Grade	Period of Service
Class I Grade I	
Class I Grade II	
Class I Grade III	

5. Present Post and Area of work :

6. Educational Qualifications :

Details of Postgraduate Degree/Postgraduate Diploma

<i>Postgraduate Degree/ Postgraduate Diploma</i>	<i>Year</i>	<i>University</i>	<i>Subject</i>

7. Professional Qualifications :

8. Special duties performed :

<i>Service performed and special duties rendered/contributions/ achievements</i>	<i>Description</i>	<i>Certification of the Head of the Department, yes/No</i>

I do hereby certify that the particulars given above are true and correct.

Date :

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Signature of Applicant,
Designation and Official Stamp.

Part (B) - Should be filled by the Head of the Department.

- I. Whether the officer has completed active and satisfactory period of service of 03 years immediately preceding the date of calling for applications : Yes/No
- II. Whether the officer has earned increments for the 03 years immediately preceding the date of calling for applications : Yes/No
- III. Whether the officer has been subjected to any disciplinary offence within the 03 years immediately preceding the date of calling for applications : Yes/No
- IV. Whether disciplinary action has been initiated or contemplated against the officer : Yes/No
- V. Particulars of leave obtained during the preceding 03 years :

<i>Serial No.</i>	<i>Year</i>	<i>Full Pay Leave</i>	<i>Half Pay Leave</i>	<i>No Pay Leave</i>

I hereby inform that the particulars furnished above are correct according to the personal file of the officer and if the officer is selected to the post applied for, he/she could be released with/without a successor or on the basis of a successor being provided later.

Date :

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Signature of the Head of Department/Institution
Designation and the Official Stamp.

