

**Vacancy Notice**  
**Provincial Public Service Commission, Northern Province.**  
**Recruitment for the post of Legal Officer (Executive Services Grade III) on open basis in Northern Province - 2016**

Applications are hereby invited from qualified citizens of Sri Lanka for the post of Legal Officer in the Northern Provincial Council.

**01. Method of recruitment**

Applicants who have obtained maximum marks from a structured interview conducted by an interview panel appointed by Provincial Public service Commission, Northern Province out of applicants who have completed qualifications mentioned below will be recruited in accordance with existing vacancies. Structured interview will be held in conformity with the marking scheme (**under No 6**) approved by Provincial Public Service Commission, Northern Province.

**02. Qualifications**

***i. Educational /Professional Qualifications:***

Should have obtained the L.L.B Degree from a university recognized by a University Grants Commission and should have taken oaths as an Attorney-at-Law of the Supreme Court of Sri Lanka.

**OR**

Should have completed the 03 years course at the Sri Lanka Law College and passed the Final examination and should have taken oaths as an Attorney-at-Law of the Supreme Court of Sri Lanka.

***ii. Experience***

Should have been engaged in active professional service period not less than 03 years after taking oaths as an Attorney-at-Law.

The candidate should have possessed a practical knowledge regarding the Constitution of Sri Lanka, the Provincial Councils Acts and other related Acts and Statutes.

***iii. Physical qualifications***

Every applicant should be physically and mentally fit for service and to perform duties of the post in any part of the island

***iv. Others***

- Should be a citizen of Sri Lanka.
- Should be of excellent character.
- Requisite qualifications for this post should have been completed in every aspect as at the closing date.

**03. Service occupying conditions and service conditions**

- i. This post is permanent and pensionable. Selected applicants should contribute to the Widow's / Widower's and orphans pensions Scheme

- ii. The selected applicants will be subject to a probation period of three (3) years. Officers should pass the first efficiency bar examination within three years from the date of appointment.
- iii. Every Officer recruited not in the medium of official language should obtain the proficiency in the official language during the probation period in terms of Public Administration Circular No: 01/2014.
- iv. This appointment is also subject to the Scheme of Recruitment / Service Minute, Procedural Rules of Public Services Commission, Financial regulations, Provisions of Establishment Code, National and Provincial Policies, Departmental orders and orders already issued or that may be issued by the Government.

#### 04. Age limit

The applicant should not be less than 21 years and not more than 45 years of age.

#### 05 .Salary scale

Salary scale SL 1-2016 as per Public Administration Circular No: 03/2016 dated 25.02.2016  
 Monthly salary scale entitled to this post (**SL 1**) **Rs 47,615 – 10x1,335 – 8x1,630 – 17x2,170 – 110,895.** (Salaries shall be paid as mentioned in Schedule - II in line with the provisions in Public Administration Circular No: 03/2016 dated 25.02.2016)

#### 06. Marking scheme for the structured interview

S no	Subject	Marks	Maximum marks
01	<b>Additional Educational qualifications</b> Degree in Law from a recognized university -First Class - Second Class ( upper ) - Second Class (Lower )  First Class in the final year of Law College Second Class in the final year of Law College (marks only for maximum qualifications- either LLB or Law college Qualifications)	       20 15 10  15 10	20
02	<b>Additional Professional Qualifications</b> Post Graduate Diploma in relevant field or Post Graduate Diploma in law issued by a recognized institute (Academic period not less than one year ) 5 marks each for one diploma  Diploma in relevant field issued by a recognized institute (Academic period not less than six months ) 3 marks each for one Diploma  Certificate in relevant field issued by a recognized institute (Academic period not less than three months ) 2 marks each for one certificate		15

03	<b>Additional Experience</b>  Experience as an Attorney-at-Law in Government or private sector- maximum 30 marks - five marks per one year each. (Except three years of service period engaged in service as an Attorney-at-Law, to acquire basic qualifications.  Additional experience should be confirmed by a certificate issued by an Attorney-at-Law or President's Counsel or a judge with a service period not less than 10 years		30  5 Marks per one year
04	<b>Computer literacy</b>  A degree in Information Technology as a main subject from a University recognized by University Grants Commission  A diploma for Information Technology not less than six months in a Government recognized institute  A certificate for Information Technology not less than three months in a Government recognized institute	15  10  05	15
05	<b>Proficiency in English Language</b> Post graduate/degree/post L.L.B degree /L.L.B degree studied in English medium. (All relevant question papers should be answered in English medium) English Language Diploma from a university recognized by a university grants Commission or an institution recognized by the government. English Language Certificate course from a university recognized by a university grants Commission or an institution recognized by the government.	15  10  05	15
06	<b>Marks to be given by interview Board for skills</b>	05	05
	<b>Total Marks</b>		<b>100</b>

#### 07. Identity of candidate

A applicants who have submitted complete applications in every aspect will be invited for the structured interview. Original copies of all certificates and duly certified copies should be submitted in the interview.

Any of the following documents will be accepted to confirm the identity in the interview

- a) National Identity card issued by the Department of Registration of Persons;
- b) Valid passport

**08.** Applications should be sent by registered post to reach the following address on or before **30.12.2016**

Secretary,  
Provincial Public Service Commission,  
Northern Province,  
No: 393/48, Temple Road, Nallur,  
Jaffna.

- A). Specimen of an application from is herewith attached.
- B). Applicants should fill the application in their own handwriting on an A4 size paper.
- C). The words “Recruitment for the post of Legal officer “should be clearly indicated in the top left corner of the envelope enclosing the application.
- D). Applicant’s signature on application should be attested by a head of school /Justice of Peace/Commissioner of Oaths /Attorney at law/Notary public/A commissioned officer of the army, Navy or air force or an officer who holds a gazette post in the Police service or officer in receipt of an annual consolidated salary Rs 273,000/- or over. Those who are in public service or provincial service at present should forward their application through the heads of their respective department
- E) Applications not in the conformity with the specimen from herewith attached will be rejected. Any complaint regarding loss or delay of the application will not be accepted.

**09. Furnishing false information**

- a) Your candidature is liable to be cancelled if it is found before recruitment that any information furnished by you in your application is false or incorrect
- b) If it is found after the recruitment that you have furnished information that is false or incorrect you will be liable for dismissal from the public service subject to the relevant procedure.

**10.** Number and effective date of the appointment will be determined on the order of the Provincial Public Service Commission, Northern Province. Provincial Public Service Commission has the power to fill part of the number of vacancies or all vacancies.

**Mrs. Rubini Varathalingam.**

Secretary,  
Provincial Public Service Commission,  
Northern Province.  
30.11.2016