

**MINISTRY OF WOMEN, CHILD AFFAIRS AND SOCIAL EMPOWERMENT DEPARTMENT OF
SOCIAL SERVICES SIGN LANGUAGE INTERPRETER (GRADE III) VOCATIONAL INSTRUCTOR
(GRADE III) MATRON (GRADE III)**

Applications are invited from the citizens of Sri Lanka with the qualifications stipulated here under for the recruitment to be made for 10 Posts of Sign Language Interpreters, 10 Posts of Vocational Instructors and 05 Posts of Matron for the Department of Social Services. Prepared applications according to the format given at the end of this notification should be sent by registered post to the Director, Department of Social Services, Second Floor, Sethsiripaya Stage II, Battaramulla to reach before the **25. 01. 2024**. The top left hand corner of the envelope should clearly carry the words "Recruitment to the Posts of Sign Language Interpreters (Grade III) / Vocational Instructors (Grade III) / Matrons (Grade III)". Specimen application form and details could also be obtained through the web site; www.socialservices.gov.lk

Qualifications for the recruitment of this post :-

1. Sign Language Interpreter

1.1 *Open Recruitments*

1.1.1 *Age Limit :-*

The age should not be less than 18 years and not more than 35 years to the closing date of the applications

1.1.2 *Educational Qualifications*

- (a) Should have passed General Certificate of Education (Ordinary Level) Examinational with six (06) subjects including 4 credit passes for Sinhala/Tamil/English, Mathematics and other two subjects and.

And

- (b) Should have passed General Certificate of Education (Advanced Level) Examination in all subjects with one sitting (Excluding Common General Test)

(It is adequate if the Candidate passed three subjects (03) in one sitting under the Old Syllabus)

1.1.3 *Professional Qualifications :-*

Should be obtained One year Diploma Certificate on Sign Language Interpretation conducted by the National Institute of Education (NIE) or

One Year Diploma Certificate on Sign Language Interpretation conducted by the National Institute of Social Development (NISD), or

Diploma Certificate in Sign Language Interpretation of not less than one year duration conducted by an institution registered under the Tertiary and Vocational Education Commission.

1.1.4 *Experience :-*

Not applicable.

1.1.5 *Physical Qualifications :-*

All the applicants should be of excellent physical and mental character to perform the duty at any part of Sri Lanka.

1.1.6 *Other :-*

- i. The applicant should be a citizen of Sri Lanka
- ii. Should be of excellent character
- iii. All the qualifications required to the recruitment to the post should be fulfilled to the date on which the notification/ *gazette* for calling applications mentioned.

1.1.7 *Recruitment Procedure :-*

Candidates will be recruited on the basis of the results at the written and vocational test.

1.1.7.1 *Written Test :-*

<i>Subjects</i>	<i>Time</i>	<i>Maximum number of marks</i>	<i>Passed number of marks</i>
Intelligence Test	Time 01 hour	100	40
Language skills	Time 01 hour	100	40

1.1.7.2 *Professional Test :-* Testing the practical knowledge on sign language

<i>Subjects</i>	<i>Time</i>	<i>Maximum number of marks</i>	<i>Passed number of marks</i>
Testing the practical knowledge on sign language	Time 01 hour	100	40

1.1.8 *General Interview:* Certificate are tested to check whether the prescribed qualifications are fulfilled for the post (no marks will be given.)

1.1.9 *Salary Scale:-*

In accordance with the Public Administration Circular No. 03/2016, MN 02-2016 will be applied. Salary Scale Rs .28,940-10x300-11x350-10x560-10x660-47,990/=.

1.1.10 Note :-

Candidates will be recruited on the basis of the merit at the written and professional test. The written test will be held at first. A number equal to two times existing vacancies will be called for the professional test from among the candidates who obtained highest marks at the written test and the general interview will be held at the same time. The candidates, those who are qualified from the general interview, equal to the number of vacancies are selected to the existing posts on the basis of the aggregate marks scored at both written test and professional test.

1.1.11. *Regulations on Employment :-*

This post is permanent and pensionable and it is required to contribute to the widows'/ widowers' and orphans' Pension Fund. In accordance with the Public Administration Circular No. 1/2014 and other Circulars incidental thereto, those who are appointed to the post should be acquire proficiency in the prescribed official language within five (5) from the date of appointment.

1.2 Limited recruitments

1.2.1 *Educational Qualifications* : - Should have passed General Certificate of Education (Ordinary Level) Examination with six (06) subjects including 4 credit passes for Sinhala/Tamil/English, Mathematics and other two subjects in not more than two sittings.

1.2.2 *Professional qualifications* -

Should be obtained One Year Diploma Certificate on Sign Language Interpretation conducted by the National Institute of Education (NIE), or

One Year Diploma Certificate on Sign Language Interpretation conducted by the National Institute of Social Development (NISD) or

Diploma Certificate in Sign Language Interpretation of not less than one year duration conducted by an institution registered under the Tertiary and Vocational Education Commission.

1.2.3 *Experience* - Completion of not less than 05 years of active and satisfactory service in the post of Attendant or Matron in the Department of Social Services.

1.2.4 *Physical Qualifications* :-

All the applicants should be of excellent physical and mental character to perform the duty at any part of Sri Lanka.

1.2.5 *Others* :-

- i. Should have confirmed in the post.
- ii. Completion of satisfactory service within a period of five (05) years preceding the date to which the qualifications are fulfilled.
- iii. All qualifications required for recruitment to the post should be completed in all aspects as on the date specified in the notification/*Gazette* calling for applications.

1.2.6 *Age* - Not applicable

1.2.7 *Recruitment Procedure* - Candidates will be recruited on the basis of the results at the written and vocational test.

1.2.7.1. *Written Test* :-

<i>Subjects</i>	<i>Time</i>	<i>Maximum number of marks</i>	<i>Passed number of marks</i>
Intelligence Test	Time 01 hour	100	40
Language skills	Time 01 hour	100	40

1.2.7.2. *Professional Test* :-

<i>Subjects</i>	<i>Time</i>	<i>Maximum number of marks</i>	<i>Passed number of marks</i>
Testing the practical knowledge on Sign Language	01 hour	100	40

1.2.8 *General Interview :-*

General Interview: Certificate are tested to check whether the prescribed qualifications are fulfilled for the post (no marks will be given.)

1.2.9. **Note :-**

Candidates will be recruited on the basis of the merit at the written and professional test. The written test will be held at first. A number equal to two times existing vacancies will be called for the professional test from among the candidates who obtained highest marks at the written test and the general interview will be held at the same time. The candidates, those who are qualified from the general interview, equal to the number of vacancies are selected to the existing posts on the basis of the aggregate marks scored at both written test and professional test.

1.2.10. *Regulations on Employment :-*

This post is permanent and pensionable and it is required to contribute to the widows'/ widowers' and orphans' Pension Fund. In accordance with the Public Administration Circular No. 1/2014 and other Circulars incidental thereto, those who are appointed to the post should be acquire proficiency in the prescribed official language within five (5) from the date of appointment.

2. *Vocational Instructor :-* (Food Technology, Computer, Handicrafts Industry, Plumbing Technology, Mobile Phone Repair, Sales Assistant, Graphic Designing, Caregivers Service)

2.1 *Age Limit :-*

The age should not be less than 18 years and not more than 35 years to the closing date of the applications.

2.2 *Educational Qualifications :-*

- (a) Educational Qualifications for the post of Vocational Instructor (Food Technology)
Should have passed General Certificate of Education (Ordinary Level) Examination with 06 subjects including 4 credit passes for Sinhala/ Tamil/ Language, Mathematics and other two subjects.
- (b) Educational Qualifications for the post of Vocational Instructor Computer, Handicrafts, Plumbing Technology, Mobile Phone Repair, Sales Assistant, Graphic designing, Caregivers Service).
 - (i) Should have passed General Certificate of Education (Ordinary Level) Examination with 06 subjects including 4 credit passes for Sinhala/ Tamil/ Language, Mathematics and other two subjects and
 - (ii) Should have passed General Certificate of Education (Advanced Level) Examination with all subjects under any subject stream (Excluding Common General Test) and obtained the required achievement level for following a tertiary educational program.

2.3 *Professional Qualifications :-*

Should be obtained a certificate of two year duration or more on the relevant vocational course from the Ceylon Technical College or the Ceylon - German Technical Training Institute.

or

Should be obtained a certificate of two year duration or more on the relevant vocational course from the Department of Small Industries or the Department of Textile Industries.

or

Should be obtained a certificate of two year duration or more on the relevant vocational course conducted by the Department of Social Services or the National Youth Service Council or the affiliated institutions.

or

Should be obtained a certificate of two year duration or more on the relevant vocational course conducted by the Vocational Training Authority or the affiliated institutions

or

Should be obtained a certificate having successfully followed a relevant technical course recognized by a the Tertiary and Vocational Education Commission to be included into the National Vocational Qualifications (NVQ) level five (05) or a similar course recognized by a the Tertiary and Vocational Education Commission

2.4. *Experience :-*

Not applicable

2.5. *Physical Qualifications :-*

All the applicants should be of excellent physical and mental character to perform the duty at any part of Sri Lanka.

2.6. *Other :-*

- i The applicant should be a citizen of Sri Lanka
- ii Should be of excellent character

- iii. All the qualifications required to the recruitment to the post from 1.1 to 1.6 should be fulfilled to the date on which the notification/ *Gazette* for calling applications mentioned

2.7. *Recruitment Procedure :-*

Candidates will be recruited on the basis of the merit at the written and professional test. The written test will be held at first. A number equal to two times existing vacancies will be called for the general interview from among the candidates who obtained highest marks at the written test. Those who are qualified from the general interview only will be forwarded to the professional test. The candidates equal to the number of vacancies are selected to the training course on the basis of the aggregate marks scored at both written test and professional test .The Selected candidates should be obtained a certificate following the successful completion of the 3 months training course on the teaching methods. Only the candidates who obtain the certificates in the manner described above will be recruited.

2.7.1 *Written Test :-*

<i>Subjects</i>	<i>Time</i>	<i>Total Marks</i>	<i>Pass marks</i>
Intelligence Test	01 hour	100	40%
Comprehension	02 hour	100	40%

2.8. *Salary Scale :-*

MT- 01-2016, in terms of PAC. 03/2016,
Salary Scale Rs. 29,840-10x300-11x350-10x560-10x660- Rs. 48,890/=

2.9. *Regulations on Employment :-*

This post is permanent and pensionable. Selected candidates will be subjected to the policy decision taken by the Government in the future with regard to the method of pension which is entitled to them and it is required to contribute to the widows'/ widowers' and orphans' Pension Fund. In accordance with the Public Administration Circular No. 1/2014 and other Circulars incidental thereto, those who are appointed to the post should be acquire proficiency in the prescribed official language within five (5) from the date of appointment.

2.10. **Note**

- The Witten test will be held in Colombo by an institution decided by the Director of Social Services.
- Only candidates who have fulfilled the above qualifications should apply and the selected candidates will be eligible for annual transfer only after five years of compulsory service in the institution with the respective vacancies.

3. **Matron**

3.1 *Age Limit :-*

The age should not be less than 18 years and not more than 30 years to the closing date of the applications

3.2 *Education Qualifications :-*

- (a) Should have passed General Certificate of Education (Ordinary Level) Examination with six 06 subjects including 4 credit passes for Sinhala/ Tamil/ English, Mathematics and other two subjects and
- (b) Should have passed General certificate of Education (Advanced Level) Examination minimum of one subject under any subject stream (Excluding Common General Test)

3.3 *Professional Qualifications :-*

Having completed a course of not less than three months in Child Development or Social Work or Hostel Management from a government registered institution and obtained a certificate.

3.4 *Experience :-*

Not Applicable.

3.5 *Physical Qualifications :-*

All the applicants should be of excellent physical and mental character to perform the duty at any part of Sri Lanka.

3.6 *Other :-*

- i. The applicant should be a citizen of Sri Lanka
- ii. Should be of excellent character
- iii. All the qualifications required to the recruitment to the post from 2.1 to 2.6 should be fulfilled to the date on which the notification/ *Gazette* for calling applications mentioned

3.7 Recruitment Procedure :-

Candidates equal to the existing vacancies will be recruited on the basis of the maximum marks obtained for two written papers.

3.7.1 Written Test :-

- I. Intelligence Test - Time 01 Hour, Total Marks 100, Pass Marks 40%
- II. Language Proficiency - Time 01 Hour, Total Marks 100, Pass Marks 40%

3.8. Salary Scale :-

MN 01-2016 in accordance with 03/2016

Salary Scale - Rs. 27, 140/- 10X300-11X350-10X495-10X660- Rs. 45,540/-.

3.9. Regulations on Employment :-

This post is permanent and pensionable. Selected candidates will be subjected to the policy decision taken by the Government in the future with regard to the method of pension which is entitled to them and it is required to contribute to the widows'/ widowers' and orphans' Pension Fund. In accordance with the Public Administration Circular No. 1/2014 and other circulars incidental there to, those who are appointed to the post should be acquire proficiency in the prescribed official language within five (5) from the date of appointment.

3.10. Note

- The Witten test will be held in Colombo by an institution decided by the Director of Social Services.
- Only candidates who have fulfilled the above qualifications should apply and the selected candidates will be eligible for annual transfer only after five years of compulsory service in the institution with the respective vacancies.

W. G. D. KARUNARATHNA,
Director of Social Services (Covering of duties).

Department of Social Services,
2 Floor,
Stage II,
Sethsiripaya,
Battaramulla.
18th December, 2023.