

VALUABLE OPPORTUNITY TO JOIN THE APEX INSTITUTION IN THE FINANCIAL SECTOR IN SRI LANKA



Central Bank of Sri Lanka

invites enthusiastic youngsters with team spirit to join its team as

Banking Assistants (Trainees)

Citizens of Sri Lanka who possess the following qualifications are eligible to apply for the above post

1. Eligibility Criteria

1.1 Required Educational Qualifications:

- Passed six (06) subjects in G.C.E. O/L at one sitting with at least five (05) "B" passes including Mathematics & main Language (Sinhala or Tamil), and a "C" pass for English Language and
- G.C.E. A/L with at least three (03) "B" passes in main subjects (excluding General English) in any stream at one sitting

1.2 Age: Not less than 18 years and not more than 22 years of age as at 23.05.2025. Accordingly, applicants whose Date of Birth falls between 24.05.2003 and 23.05.2007 (including the said dates) will be eligible to apply for this position.

2. Selection Procedure

Through a competitive examination conducted by the Department of Examinations, Sri Lanka and one or more interviews. The Competitive Examination will consist of the following question papers.

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|--------------------------------------|----------|
| (i) General Intelligence (100 Marks) | - 1 hour |
| (ii) Numerical Skills (100 Marks) | - 1 hour |
| (iii) Comprehension (100 Marks) | - 1 hour |

Examination will be conducted in Sinhala, English & Tamil mediums. The language preference selected in the online application form will not be permitted to change subsequently under any circumstance.

3. Application Procedure

The application is available on the official website of the Department of Examinations, Sri Lanka, www.doenets.lk, under "Our Services" and "Online Applications - Recruitment Exams" and applications can only be submitted online. The online application portal will be accessible from 9:00 a.m. on 23.04.2025 until 9:00 p.m. on 23.05.2025. Applicants are required to download the instructions on applying for the examination and ensure to follow such instructions meticulously while completing the application form. Incomplete applications will be rejected without notice.

Note:

Applicant shall bear any adverse impact resulting from delaying the submission of application until the closing date.

3.1 Examination Centres: The Department of Examinations, Sri Lanka will conduct the competitive examination at designated Examination Centres mentioned in the online application form. The Examination Centres selected upon the preference of the applicant will not be allowed to change subsequently under any circumstance.

Candidates of the examination shall be required to prove his/her identity at the examination hall to the satisfaction of the supervisor for each subject he/she appears for. For this purpose, any of the following documents will be accepted.

- National Identity Card
- Valid Passport
- Valid Sri Lankan Driving License

Further, the candidates should enter the examination hall with their face and ears uncovered to verify their identity and ensure that they are not carrying any electronic communication devices. The candidates who refuse to prove their identity in the said manner will not be allowed to enter the examination hall. Moreover, the candidates shall ensure to be in the examination hall from the time of entering up to leaving the examination hall upon completion of the examination without covering the face and ears.

3.2 Examination Fees:

The examination fee is Rs. 600/-. The examination fee should be made only through the following payment methods provided by the online application portal of the Department of Examinations, Sri Lanka.

- Any Bank Credit Cards
- Any Bank Debit Card with the Facility of Internet Transactions
- Online Banking Method of Bank of Ceylon
- Any Branch of the Bank of Ceylon

Note:

- Instructions on the above payment methods are published under Technical Instructions in the official website of the Department of Examinations, Sri Lanka.
- Acknowledgement of the payment will be informed by a SMS or an email. The exact amount of examination fee prescribed above should be paid and the applications for which the examination fee has been made in excess or less will be rejected. The Department of Examinations, Sri Lanka or the Central Bank of Sri Lanka will not be responsible for the errors occurring regarding the payment of examination fees through the above payment methods.
- The fee paid for the examination will not be refunded or transferred for any other exam for any reason.

3.3 Issuance of Admission Cards

- The Commissioner General of Examinations will issue admission cards only via online to the candidates who fall within the age limit specified in this notice and who have paid the relevant examination fees and duly submitted their applications online on or before the closing date of applications, based on the assumption that only those who possess the qualifications mentioned in the newspaper advertisement have submitted applications.
- Immediately after the issuance of admission cards, the candidates will be notified thereon through, a notice published on the official website of the Department of Examinations, Sri Lanka and through a SMS to the phone number used to access the system. If the admission card is not received after such notice, steps should be taken to make inquiries thereon from the Institutional Examinations Organization Branch of the Department of Examinations, Sri Lanka following the procedure specified in the notice. The name of the examination and the full name, address and National Identity Card number of the applicant should be correctly mentioned when making such an inquiry. In the case of an applicant outside Colombo, it would be advisable to send a request letter to the fax number mentioned in the notice which is published after the issuance of admission cards, furnishing a fax number to obtain a copy of the admission card promptly.
- The issuance of an admission card to a candidate shall not be treated as an acceptance that he or she has fulfilled a qualification to sit the examination or for a post.

3.4 Conduct of Examination and Release of Results

Candidates are bound by the rules and regulations imposed by the Commissioner General of Examinations on conducting the examination and releasing the results. They will be subject to a punishment imposed by the Commissioner General of Examinations in case of violation of these rules and regulations.

4. Terms & Conditions Relating to the Post

- The training period is two (02) years and an all-inclusive fixed allowance of Rs. 65,000.00 per month will be paid during this period.
- After the successful completion of the two (02) year training period, Banking Assistant (Trainees) will be considered for the absorption to the permanent cadre of the Bank in the Management Assistant Class (MAC) Grade I (1) as Associate Management Assistants and will be considered for the confirmation in the MAC Grade I (1) from the date of absorption after the successful completion of one (01) year probation period.
- Officers in the MAC Grade 1 (I) are entitled to receive an attractive salary, annual special payment, contributions to Provident Fund & Employees' Trust Fund, medical benefits scheme, staff loan facilities, pension benefits and training opportunities.
- Candidates recruited are required to serve at any part of the country as instructed by the management.

5. Other Conditions

- Those who do not possess the required qualifications as at the closing date will not be eligible to apply for this post and any application not meeting the required qualifications will be rejected without any notice at any stage of the recruitment process.
- Candidates who fail to provide originals of relevant documents at the interview will not be appointed under any reason for this post.
- Any form of canvassing will be a disqualification.
- CBSL reserves the right to decide on the number of positions to be filled or postpone or cancel the recruitment.
- In the event of any inconsistency or discrepancy between the texts published in this advertisement in Sinhala, Tamil and English languages, the Sinhala text shall prevail.

Director – Human Resources

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