



රාජ්‍ය ව්‍යාපාර දෙපාර්තමේන්තුව அரசு தொழில்முயற்சிகள் திணைக்களம் Department of Public Enterprises

මුදල්, ආර්ථික ස්ථායීකරණ සහ ජාතික ප්‍රතිපත්ති අමාත්‍යාංශය, මහ ලේකම් කාර්යාලය, කොළඹ 01, ශ්‍රී ලංකාව
நிதி, பொருளாதார உறுதிப்பாடு மற்றும் தேசியக் கொள்கைகள் அமைச்சு, செயலகம், கொழும்பு 01, இலங்கை
Ministry of Finance, Economic Stabilization and National Policies, The Secretariat, Colombo 01, Sri Lanka

මගේ අංකය
எனது இல
My Number.

PED/Ad/2/17

ඔබේ අංකය
உமது இல
Your Number

දිනය
திகதி
Date

2023.05.29

සියලුම අමාත්‍යාංශ ලේකම්වරුන්,
පළාත් ප්‍රධාන ලේකම්වරුන්,
දෙපාර්තමේන්තු ප්‍රධානීන්,
දිස්ත්‍රික් ලේකම්වරුන්,

රාජ්‍ය සේවා කොමිෂන් සභාව පත්වීම් බලධරයා වන දීප ව්‍යාප්ත සේවාවල හා අමාත්‍යාංශ/ දෙපාර්තමේන්තුවල විධායක සේවා ගණවල । ශ්‍රේණියේ තනතුරු සඳහා නිලධාරීන් තෝරාගැනීමේ පටිපාටිය (පුර්ණකාලීන පදනම මත රාජකාරි ඉටු කිරීමේ පත් කිරීම් සඳහාද ඇතුළුව)

උක්ත කරුණ සම්බන්ධයෙන් 2022.09.15 දිනැති රාජ්‍ය සේවා කොමිෂන් සභා චක්‍රලේඛ අංක 02/2022 හා බැඳේ.

02. මෙම දෙපාර්තමේන්තුවේ පුරප්පාඩුව පවතින ශ්‍රී ලංකා ක්‍රමසම්පාදන සේවයේ । ශ්‍රේණියේ පුරප්පාඩු තනතුරු 01 ක් සඳහා ඉහත චක්‍රලේඛ විධිවිධාන අනුව අයදුම්පත් කැඳවීමට තීරණය කර ඇත.

03. මෙම තනතුරු සඳහා අයදුම් කිරීමට කැමැත්තක් දක්වන ඔබ ආයතනයේ ශ්‍රී ලංකා ක්‍රමසම්පාදන සේවයේ නිලධාරීන් ඇත්නම් මේ සමඟ ඇති අයදුම්පත්‍රය සම්පූර්ණ කර ආයතන ප්‍රධානියාගේ නිර්දේශ සහිතව 2023.06.16 දින හෝ ඊට පෙර රාජ්‍ය ව්‍යාපාර දෙපාර්තමේන්තුව වෙත ලැබෙන සේ යොමු කරන ලෙස ඔවුන් දැනුවත් කරන ලෙස කාරුණිකව දන්වා සිටිමි.

පී.පී.එස් අතුල කුමාර
අධ්‍යක්ෂ ජනරාල්



රාජ්‍ය ව්‍යාපාර දෙපාර්තමේන්තුව அரசு தொழில்முயற்சிகள் திணைக்களம் Department of Public Enterprises

මුදල්, ආර්ථික ස්ථායීකරණ සහ ජාතික ප්‍රතිපත්ති අමාත්‍යාංශය, මහ ලේකම් කාර්යාලය, කොළඹ 01, ශ්‍රී ලංකාව
நிதி, பொருளாதார உறுதிப்பாடு மற்றும் தேசியக் கொள்கைகள் அமைச்சு, செயலகம், கொழும்பு 01, இலங்கை
Ministry of Finance, Economic Stabilization and National Policies, The Secretariat, Colombo 01, Sri Lanka

මගේ අංකය }
எனது இல }
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உமது இல }
Your Number. }

දිනය }
திகதி }
Date } 29.05.2023

අමෙස්සුக்களின் செயலாளர்கள்,
மாகாண சபை பிரதம செயலாளர்கள்,
திணைக்கள தலைவர்கள்,
மாவட்ட செயலாளர்கள்,

அரசாங்க சேவைகள் ஆணைக்குழு நியமன அதிகாரியாக இருக்கின்ற நாடளாவிய சேவைகளிலும், அமைச்சுக்களிலும்/ திணைக்களங்களிலும் நிறைவேற்று சேவை பிரிவுகளின் 1 ஆம் தரத்தை சேர்ந்த பொது சேவை பதவிகளுக்காக உத்தியோகத்தர்களை தெரிவு செய்யும் நடவடிக்கை முறை (முழு நேர அடிப்படையில் கடமைகளில் பதில் கடமைகளில் நிறைவேற்றும் நியமனங்கள் உள்ளடங்கலாக)

மேற்குறிப்பிட்ட விடயம் சம்பந்தமாக பொதுச் சேவை ஆணைக்குழுவின் 02/2022 இலக்க செப்டம்பர் 15, 2022 தேதியிட்ட சுற்றறிக்கை தொடர்பானது.

02. மேற்படி சுற்றறிக்கை விதிகளின்படி இத்திணைக்களத்தில் இலங்கை திட்டமிடல் சேவையில் வெற்றிடமாக உள்ள 01 பதவிக்கான விண்ணப்பங்களை கோருவதற்கு தீர்மானிக்கப்பட்டுள்ளது.

03. உங்கள் நிறுவனத்தில் இலங்கை திட்டமிடல் சேவையின் உத்தியோகத்தர்கள் இந்தப் பதவிக்கு விண்ணப்பிக்கத் விரும்பினால், இத்துடன் இணைக்கப்பட்டுள்ள விண்ணப்பபடிவத்தை பூர்த்தி செய்து அரசு தொழில் முயற்சிகள் திணைக்களத்திற்கு அந்தந்த நிறுவனங்களின் தலைவரின் பரிந்துரைகளுடன் 16.06.2023 அன்றோ அல்லது அதற்கு முன் கிடைக்கும்படி அனுப்புமாறு அறிவிக்கும்படி தயவுடன் அறியத்தருகிறேன்.

பி. ஏ. எஸ். அதுல குமார
பணிப்பாளர் நாயகம்



රාජ්‍ය ව්‍යාපාර දෙපාර්තමේන්තුව அரசு தொழில்முயற்சிகள் திணைக்களம் Department of Public Enterprises

මුදල්, ආර්ථික ස්ථායීකරණ සහ ජාතික ප්‍රතිපත්ති අමාත්‍යාංශය, මහ ලේකම් කාර්යාලය, කොළඹ 01, ශ්‍රී ලංකාව
நிதி, பொருளாதார உறுதிப்பாடு மற்றும் தேசியக் கொள்கைகள் அமைச்சு, செயலகம், கொழும்பு 01, இலங்கை
Ministry of Finance, Economic Stabilization and National Policies, The Secretariat, Colombo 01, Sri Lanka

මගේ අංකය }
எனது இல }
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Your Number }

දිනය } 29.05.2023
திகதி }
Date }

All Secretaries of Ministries,
Chief Secretaries of Provinces,
Head of Departments,
District Secretaries,

Procedure for Selection of Officers for Posts of Grade – I of All Island Services and Executive Service Categories of Ministries/Departments of which the Appointing Authority is the Public Service Commission (Including appointments of officers to attend to duties on full – time basis in such posts)

This has reference to the Public Service Commission Circular 02/2022 and dated 15th September 2022.

02. It has been decided to call for applications for 01 vacant post in the Sri Lanka Planning Service in this department as per the above circular provisions.

03.If there are officers of the Sri Lanka Planning Service in your institution who is willing to apply for this post, you are kindly requested to inform them to complete to the curriculum vitae attached herewith and forward it to the department of Public Enterprises on or before 16.06.2023 with the recommendations of the head of the respective institutions.

P.A.S Athula Kumara
Director General

**Post of Director (Planning) of Grade I of Sri Lanka Planning Service in the
Department of Public Enterprises**

Applications are called from suitably qualified officers of Grade I of Sri Lanka Planning Service to be appointed to the above post. Number of vacancies is 01.

In the absence of applicants of Grade I of the service, officers of Grade II of the Service with active and satisfactory service of 03 years in that grade will be considered for appointment to attending to duties on full-time basis in the post.

Attending to duties appointments will be done for a maximum period of one year with the possibility of further extensions afterwards subject to provisions of Public Commission Procedural Rule 141.

Applicants must forward their duly filled curriculum vitae **in the format attached hereto** to Director General, Department of Public Enterprises, 1st floor, Ministry of Finance and Economic Stabilization, The Secretariat, Colombo 01 through the head of department to reach on or before 16.06.2023.

Late applications, incomplete applications and those not submitted in the prescribed format will be rejected without any notice.

2.0. Candidate Profile

2.1. Experience & Professional Qualifications;

- i. Preferably at least 03 years of experience in *Grade I of Sri Lanka Planning Service*
- ii. Postgraduate qualification in **any of the fields specified in Appendix (e) of the Minute of Sri Lanka Planning Service**
- iii. Proficiency in English

2.2. Strengths;

(Things have to be done effectively and which should motivate the applicant)

- i. An officer with good analytical, strategic and visionary abilities.
- ii. Should be a team leader and also be a good negotiator
- iii. Should be a resilient, a problem solver as well as a challenger

2.3. behavioural competencies

(Actions and activities that are needed to be done effectively)

- i. Working together
- ii. Leadership
- iii. Effective decision making

3.0. Method of selection

Selection will be based on assessment of seniority and merit through the curriculum vitae and an interview. Only a shortlisted number of applicants will be called for the interview. Please refer to section 6 (b) of the Public Service Commission Circular No. 02/2022 dated 15.09.2022 for the criterion for short listing of applicants.

3.1. Marking scheme

Heading	Maximum Marks	Method of assessment
Seniority Maximum marks will be awarded to the senior-most applicant and other applicants will receive marks for seniority proportionately.	50	Curriculum vitae (CV)
Experience in development planning In addition to the length of service in the field/exposure to the subject, the depth of knowledge or mastery in the above fields gained through involvement in or exposure to it will be assessed	20**	
Professional qualifications (1) Postgraduate/professional qualifications in any of the fields specified in Appendix (e) of the Service Minute* a. Research based postgraduate degree – 7 marks b. Taught postgraduate degree – 6 marks c. Postgraduate diploma – 5 marks d. Graduate/Postgraduate certificate/Higher National Diploma – 4 marks e. Diploma - 3 (2) Training in planning in development planning (Maximum 1.0 mark) a. Of duration of 3 months or more – 1 mark b. Of duration of 10 days or more – 0.5 marks c. Of duration of 3 days or more – 0.2 marks (3) Proficiency in English* a. Diploma in English obtained from a recognized university or government training institute/IELTS Academic overall score 6.5 or above, TOEFL-IBT 79 or above, TOEFL-CBT 213 or above, or TOEFL-PBT 550 or above – 02 Marks	10	

b. Certificate in English obtained from a recognized university or government training institute – 01 Mark		
* Marks will be awarded only for the highest qualification		
Strengths Things have to be done effectively and which should motivate the applicant as specified in section 2.2. above.	10**	Interview
Behavioural competencies Actions and activities that are needed to be done effectively as specified in section 2.3. above.	10**	
**For question formats and rating scales, please refer to Annexure II of the Public Service Commission Circular No. 02/2022 dated 15.09.2022		

Note 1: The term “recognized university” in the above marking scheme means a university recognized by the University Grants Commission of Sri Lanka

Note2: All postgraduate/professional qualifications indicated in the marking scheme above should have been obtained either;

- from a university recognized by the University Grants Commission of Sri Lanka (such qualifications obtained from other degree awarding institutes should have the recognition of that commission) or
- from a government training institute or government recognized foreign institute



P A S Athula Kumara
Director General
Department of Public Enterprises

P. A. Susantha Athula Kumara
Director General
Department of Public Enterprises
General Treasury
Colombo 01.

Date: 29/05/2023

CURRICULUM VITAE FORMAT

1. Post applying for

2. Particulars about the applicant

- I. Name
- II. National Identity Card No.
- III. Age
- IV. Residential Address
- V. Contact Nos.
- VI. Email
- VII. Grade of the service
- VIII. Date of appointment to the service
- IX. Date of promotion to the present grade of the service
- X. Designation
- XI. Date of appointment to the present post
- XII. Ministry
- XIII. Department

3. Particulars about the service in the present grade

I. No pay/half pay leave

From	To	Total duration (Years/Months/Days)	Purpose

II. Efficiency bars

Efficiency bar	Due date of completion	Date of completion	No. and date of the letter granting concession/exemption, if any

III. In case being subjected to a disciplinary action;

Date and no. of the charge sheet	Disciplinary order (<i>If still pending, please indicate</i>)	Effective date of punishment/s, if any (i.e., date of commission of the offence)	Any period of service left out when calculating satisfactory service in terms of Public Service Commission Procedural Rule 186 (ii)

4. Experience

4.1 Past service since date of appointment to the service

Post	Ministry/Department /Institute	Duration		Brief description of nature of responsibilities
		From	To	

4.2 Experience in the relevant subject (Certified copies of letters of duty assignment must be attached.)

Post	Ministry/Department /Institute	Duration		Brief description of nature of responsibilities
		From	To	

4.3. Please describe briefly one of the challenging cases you have dealt with using the knowledge you have gained in development planning (Max. 150 words) or;

Please describe an instance where you used your creativity and innovation in dealing with a case in development planning (Max. 150 words)

5. Professional qualifications (***Certified copies of the certificates must be attached.***)

5.1 Postgraduate qualifications

Postgraduate qualification	Subject	University/Institute	Effective date

5.2 Training

Training	Institute/Organization	duration

5.3 Language competency

Language	Qualification/Institute/Organization	Effective date

I do certify that the above particulars are true and accurate to the best of my knowledge.

.....

Signature of the applicant

Certificate of the Head of Department*

Option I - I certify that the particulars furnished in section 3 of this curriculum vitae are correct as per the updated records in the personal file of the applicant, that, as at present, no disciplinary action has been contemplated against applicant* and, in case the applicant is selected for this post, he/she can/cannot be released from his/her present post /with replacement/without replacement.

Option II - I certify that the particulars furnished in section 3 of this curriculum vitae are correct as per the updated records in the personal file of the applicant and, in case the applicant is selected for this

post, he/she can/cannot be released from his/her present post /with replacement/without replacement. I further state that, at present, a preliminary investigation concerning the applicant is in progress/about to be initiated and the nature of allegations against /suspected acts of misconduct of the applicant are as follows.

.....
.....
.....
.....

** Strike off the inapplicable statement*

Signature of Head of Department