



රාජ්‍ය පරිපාලන, ස්වදේශ කටයුතු, පළාත් සභා හා පළාත් පාලන අමාත්‍යාංශය
 பொது நிர்வாக, உள்ளாட்டலுவல்கள், மாகாண சபைகள் மற்றும் உள்ளூராட்சி அமைச்சு
 Ministry of Public Administration, Home Affairs, Provincial Councils and Local Government

නිදහස් වතුරගුය, කොළඹ 07, ශ්‍රී ලංකා
 சுதந்திர சதுக்கம் கொழும்பு 07 இலங்கை.
 Independence Square, Colombo 07, Sri Lanka.

මගේ අංකය
 எனது இல
 My No

MPubAd/AcSd/04/Gr.I/පොදු

ඔබේ අංකය
 உமது இல
 Your No

දිනය
 திகதி
 Date

2023.05.16

ශ්‍රී ලං.ග.සේ. I ශ්‍රේණියේ නිලධාරීන්,

රාජ්‍ය සේවා කොමිෂන් සභා වකුලේඛ 02/2022 අනුව තනතුරුවලට පත්කිරීම
ප්‍රධාන ගණකාධිකාරී තනතුර, මුදල්, ආර්ථික ස්ථායීකරණ සහ ජාතික ප්‍රතිපත්ති අමාත්‍යාංශය

මුදල්, ආර්ථික ස්ථායීකරණ සහ ජාතික ප්‍රතිපත්ති අමාත්‍යාංශයේ පුරප්පාඩු වී ඇති ප්‍රධාන ගණකාධිකාරී තනතුර සඳහා රාජ්‍ය සේවා කොමිෂන් සභාව විසින් අනුමත කර ඇති අයදුම්පත් කැඳවීමේ නිවේදනය එම අමාත්‍යාංශයේ වෙබ් අඩවියේ පලකර ඇත. (ඇමුණුම 01)

02. ඒ අනුව, අවශ්‍ය සුදුසුකම් සපුරා ඇති ශ්‍රී ලංකා ගණකාධිකාරී සේවයේ I ශ්‍රේණියේ නිලධාරීන් අයදුම්පත්‍රය සම්පූර්ණ කර ආයතන ප්‍රධානියාගේ නිර්දේශ සහිතව 2023.05.28 දිනට පෙර මුදල්, ආර්ථික ස්ථායීකරණ සහ ජාතික ප්‍රතිපත්ති අමාත්‍යාංශය වෙත යොමු කරන මෙන් කාරුණිකව දන්වා සිටිමි.

අයදුම්පත් කැඳවීමේ නිවේදනයේ යොමුව - <https://www.treasury.gov.lk/web/post-of-chief-accountant-of-grade-i-of-sri-lanka-accountants'-service-of-ministry-of-finance-economic-stabilization-and-national-policies>

පී.ඩබ්ලිව්.රාජපක්ෂ
 අතිරේක ලේකම් (රාජ්‍ය පරිපාලන)
 රාජ්‍ය පරිපාලන, ස්වදේශ කටයුතු,
 පළාත් සභා හා පළාත් පාලන අමාත්‍යාංශයේ ලේකම් වෙනුවට
 දුරකතන : 0112698672
 ෆැක්ස් : 0112693304
 විද්‍යුත් ලිපිනය : d.acsd.pubad@gmail.com



රාජ්‍ය පරිපාලන, ස්වදේශ කටයුතු, පළාත් සභා හා පළාත් පාලන අමාත්‍යාංශය
பொது நிர்வாக, உள்நாட்டலுவல்கள், மாகாண சபைகள் மற்றும் உள்ளூராட்சி அமைச்சு
Ministry of Public Administration, Home Affairs, Provincial Councils and Local Government

නිදහස් වතුරලය, කොළඹ 07, ශ්‍රී ලංකා
சதந்திர சதுக்கம் கொழும்பு 07 இலங்கை.
Independence Square, Colombo 07, Sri Lanka.

මගේ අංකය
எனது இல
My No

MPubAd/AcSd/04/Gr.I/පොදු

ඔබේ අංකය
உமது இல
Your No

දිනය
திகதி
Date } 2023.05.18

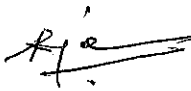
Officers in Grade I of S.L.Ac.S,

Appointment to Posts as per the Public Service Commission Circular 02/2022
Post of Chief Accountant, Ministry of Finance, Economic Stabilization and National Policies

The notice of calling applications approved by the Public Service Commission for the post of Chief Accountant which has been fallen vacant at the Ministry of Finance, Economic Stabilization and National Policies has been published on the website of the respective Ministry (Annexure 1)

02. Accordingly, the officers in Grade I of Sri Lanka Accountants Service who have satisfied required qualifications are kindly informed to perfect the application and forward it to the Ministry of Finance, Economic Stabilization and National Policies along with the recommendation of the Head of the Institution before 28.05.2023.

Link to the notice of calling applications - <https://www.treasury.gov.lk/web/post-of-chief-accountant-of-grade-i-of-sri-lanka-accountants'-service-of-ministry-of-finance-economic-stabilization-and-national-policies>


P.W. Rajapaksha
Additional Secretary (Public Administration)
For Secretary
Ministry of Public Administration, Home Affairs
Provincial Councils and Local Government

Telephone : 0112698672
Fax : 0112693304
Email : d.acsd.pubad@gmail.com

**Post of Chief Accountant of Grade I of Sri Lanka Accountants' Service of
Ministry of Finance, Economic Stabilization And National Policies**

Applications are called from suitably qualified officers of Grade I of **Sri Lanka Accountants' Service** (including those eligible to be promoted to Grade 1 as at the closing date of applications) 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 **Additional Secretary, of Ministry of Finance, Economic Stabilization and National Policies, The Secretariat, Colombo 01** or Email to adlsec@mo.treasury.gov.lk through the head of department to reach on or before **28/05/2023**

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 Accountants' Service.
- II. Postgraduate / Professional qualification in **any of the fields specified in Appendix 5 to the Minute of Sri Lanka Accountant's Service (hereinafter referred to as "the Service Minute")**
- III. Proficiency in English

2.2. Strengths;

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

- I. Team leader
- II. Visionary
- III. Problem solver

2.3. Behavioral competencies

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

- I. Leadership
- II. Interpersonal skills
- III. Communication

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 applicants.

3.1. Marking scheme

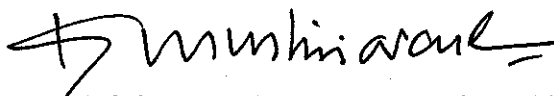
Heading	Maximum Marks	Method of assesment
Seniority Maximum marks will be awarded to the senior – most applicant and other applicants will receive marks for seniority proportionately.	50	Curriculum vitae (CV) / Interviews
IV. Experience in Grade I of Sri Lanka Accountants' Service** In addition to the 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 05 to 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 – 4 marks e. Diploma - 3 2. Training in Financial Management/ auditing (Maximum up to 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 – PBT550 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
Behavioral competencies Actions and activities that are needed to be done effectively as specified in section 2.3. above	10	
** Please refer to annexure 11 of the Public Service Commission Circular No .02/2022 for the question formats and rating scales.		

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

Note 2 : All postgraduate/professional qualifications indicated in the marking scheme above should have been obtained either,

- i. 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
- ii. from a government training institute or government recognized foreign institute



Secretary, Ministry of Finance, Economic Stabilization and National Policies

Date : 12/05/2023

K.M.M. Siriwardana
Secretary to the Treasury and
Secretary to the Ministry of Finance,
Economic Stabilization and National Policies
The Secretariat
Colombo 01.

Curriculum Vitae

01. Post applying for

02. Particulars about the applicant

- I. Name :
- II. National Identity Card No :
- III. Age :
- IV. Residential Address :
- V. Contact Numbers :
- 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 :

03. 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 (if still pending, please indicate)	Efficiency 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)

04. 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 a challenging case that you have successfully dealt with using your knowledge and experience in public procurement (Max. 150 words)

Please describe improvements that you have introduced to existing procedures/ methods to enhance optimal utilization of financial/physical resources of an institute/department/ ministry while working as an accountant/ internal auditor (Max.150 words)

05. 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