



කෘෂිකර්ම අමාත්‍යාංශය
கமத்தொழில் அமைச்சு
Ministry of Agriculture

පශු සම්පත් අංශය / கால்நடை பிரிவு / Livestock Division

නො.80/5, බිම් මහල, "ගොවිජන මන්දිරය", රජමල්වත්ත පවුමග, බත්තරමුල්ල
 இல.,5/80 தரைத்தளம், "கொவிஜன மந்திரய", ரஜமல்வத்தை ஒழுங்கை,பத்தரமுல்லை
 No.80/5, Ground Floor, "Govijana Mandiraya", Rajamalwatta Lane, Battaramulla

මගේ අංකය.
 எனது இல.
 My No.

SML/2/2/8/13

ඔබේ අංකය.
 மது இல.
 Your No.

දිනය.
 திகதி.
 Date.

2023.07. 31

සියලුම අමාත්‍යාංශ ලේකම්වරුන්
 පළාත් ප්‍රධාන ලේකම්වරුන්
 දෙපාර්තමේන්තු ප්‍රධානීන්
 දිස්ත්‍රික් ලේකම්වරුන්

කෘෂිකර්ම අමාත්‍යාංශයේ පශු සම්පත් අංශයේ අධ්‍යක්ෂ - සැලසුම් තනතුර (ශ්‍රී ලංකා ක්‍රමසම්පාදන සේවයේ I ශ්‍රේණිය) සඳහා අයදුම්පත් කැඳවීම

කෘෂිකර්ම අමාත්‍යාංශයේ පශු සම්පත් අංශයේ අධ්‍යක්ෂ (සැලසුම්) තනතුරට බඳවා ගැනීම සඳහා රාජ්‍ය සේවා කොමිෂන් සභා ලේකම්ගේ අංක 02/2022 හා 2022.09.15 දිනැතිව නිකුත් කරන ලද චක්‍රලේඛයේ විධිවිධාන ප්‍රකාරව සුදුසුකම්ලත් නිලධාරීන්ගෙන් අයදුම්පත් කැඳවීමට තීරණය කර ඇත.

02. ඒ අනුව ඔබ ආයතනයන්හි සේවය කරන ශ්‍රී ලංකා ක්‍රමසම්පාදන සේවයේ සුදුසුකම්ලත් නිලධාරීන් මේ සම්බන්ධයෙන් දැනුවත් කරන ලෙස දන්වන අතර ඔවුන් එකී තනතුර සඳහා අයදුම් කිරීමට අදහස් කරන්නේ නම්, මේ සමඟ ඇති අයදුම්පත්‍රය සම්පූර්ණ කර ආයතන ප්‍රධානියාගේ නිර්දේශ සහිතව 2023.08.31 දින හෝ ඊට ප්‍රථම අතිරේක ලේකම් (පාලන), පශු සම්පත් අංශය, කෘෂිකර්ම අමාත්‍යාංශය, නො.80/5, බිම් මහල, "ගොවිජන මන්දිරය", රජමල්වත්ත පවුමග, බත්තරමුල්ල යන ලිපිනය වෙත යොමු කරන ලෙස කාරුණිකව දන්වමි.

ගුණදාස සමරසිංහ
 ලේකම්
 කෘෂිකර්ම අමාත්‍යාංශය

දුරකථන අංකය : 0112883779, 0112883791
 ෆැක්ස් අංකය : 0112883985
 විද්‍යුත් ලිපිනය : info@livestock.gov.lk



කෘෂිකර්ම අමාත්‍යාංශය
கமத்தொழில் அமைச்சு
Ministry of Agriculture

පශු සම්පත් අංශය / கால்நடை பிரிவு / Livestock Division

නො.80/5, බිම් මහල, "ගොවිජන මන්දිරය", රජමල්වත්ත පවුමත, බත්තරමුල්ල
இல.,5/80 தரைத்தளம், "கொவிஜன மந்திரய", ரஜமல்வத்தை ஒழுங்கை, பத்தரமுல்லை
No.80/5, Ground Floor, "Govijana Mandiraya", Rajamalwatta Lane, Battaramulla

මගේ අංකය.
எனது இல.
My No.

SML/2/2/8/13

ඔබේ අංකය.
மது இல.
Your No.

දිනය.
திகதி.
Date.

31/07.2023

All Secretaries to Ministries
Chief Secretaries of Provincial Councils
Heads of Departments
District Secretaries

Calling for applications for the post of Director-Planning (Grade I of Sri Lanka Planning Service) of Livestock Division of the Ministry of Agriculture

It has been decided to call for applications from suitably qualified officers for the post of Director (Planning) of Livestock Division of the Ministry of Agriculture in terms of the provisions stipulated in the Circular No.02/2022 dated 15.09.2022 of the Secretary of the Public Service Commission.

02. Accordingly, please make the suitably qualified officers of Sri Lanka Planning Service, who are currently serving in your institutions, aware of this matter. If they intend to apply for the above post, please forward the duly completed application form attached herewith to reach **Additional Secretary (Admin), Livestock Division, Ministry of Agriculture, No.80/5, Ground Floor, "Govijana Mandiraya", Rajamalwatta Lane, Battaramulla** on or before **31.08.2023** together with the recommendation of the Head of the Institution.

Gunadasa Samarasinghe
Secretary
Ministry of Agriculture

Telephone No.: 0112883779, 0112883791

Fax No. : 0112883985

E-mail : info@livestock.gov.lk



කෘෂිකර්ම අමාත්‍යාංශය
கமத்தொழில் அமைச்சு
Ministry of Agriculture

පඳු සම්පත් අංශය / කාල්නදාය පිරිවැව / Livestock Division

නො.80/5, බිම් මහල, "ගොවිජන මන්දිරය", රජමල්වත්ත පවුම, බත්තරමුල්ල
இல.5/80 தரைத்தளம், "கொவிஜன மந்திரய", ரஜமல்வத்தை ஒழுங்கை, பத்தரமுல்லை
No.80/5, Ground Floor, "Govijana Mandiraya", Rajamalwatta Lane, Battaramulla

මගේ අංකය. எனது இல. My No. } SML/2/2/8/13	ඔබේ අංකය. மது இல. Your No. } }	දිනය. திகதி. Date. } 2023.07.31
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අනෙත්තු අමාත්‍යවරුන්ගේ සේවකරුවන්
மாகாண பிரதான செயலாளர்கள்
திணைக்களத் தலைவர்கள்
மாவட்ட செயலாளர்கள்

විවසාය අමාත්‍යවරුන්ගේ කාල්නදාය පිරිවැවේ පනිපාලන - තීර්ථමිදල් පත (ඉලබක තීර්ථමිදල්
சேவையின் தரம் I) பதவிக்கான விண்ணப்பம் கோரல்

පොතුව සේවය ආයතනවලින් සේවකරුවන්ගේ සුරැකිමට ඉලබක 02/2022 මර්ණය තිකති 15.09.2022 ඉන් විතිමුරුකෙලිනිපදි විවසාය අමාත්‍යවරුන්ගේ කාල්නදාය පිරිවැවේ පනිපාලන (තීර්ථමිදල්) පතවිකු තුතියාන අතිකාරිකෙලිමරුණතු විණිනිපිකුකෙලි කොරුවතරුකු තීර්මානිකකිපිටුණිගතු.

02. අතරුකමෙය නිරුවනකෙලිලි පනිපුරියුම ඉලබක තීර්ථමිදල් සේවෙයින් තුතුවිවිකුකු ඉතිකුතියාන අමාත්‍යවරුන්ගේ කාල්නදාය පිරිවැවේ පනිපාලන (තීර්ථමිදල්) පතවිකු තුතියාන අතිකාරිකෙලිමරුණතු විණිනිපිකුකෙලි කොරුවතරුකු තීර්මානිකකිපිටුණිගතු. 02. අතරුකමෙය නිරුවනකෙලිලි පනිපුරියුම ඉලබක තීර්ථමිදල් සේවෙයින් තුතුවිවිකුකු ඉතිකුතියාන අමාත්‍යවරුන්ගේ කාල්නදාය පිරිවැවේ පනිපාලන (තීර්ථමිදල්) පතවිකු තුතියාන අතිකාරිකෙලිමරුණතු විණිනිපිකුකෙලි කොරුවතරුකු තීර්මානිකකිපිටුණිගතු. 02. අතරුකමෙය නිරුවනකෙලිලි පනිපුරියුම ඉලබක තීර්ථමිදල් සේවෙයින් තුතුවිවිකුකු ඉතිකුතියාන අමාත්‍යවරුන්ගේ කාල්නදාය පිරිවැවේ පනිපාලන (තීර්ථමිදල්) පතවිකු තුතියාන අතිකාරිකෙලිමරුණතු විණිනිපිකුකෙලි කොරුවතරුකු තීර්මානිකකිපිටුණිගතු.

குணதாச சமரசிங்க
செயலாளர்
விவசாய அமைச்சு

தொலைபேசி இல : 0112883779 / 0112883791
தொலை நகல் : 0112883985
மின்னஞ்சல் : info@livestock.gov.lk

Post of Director of Grade I of Sri Lanka Planning Service in the Ministry of Agriculture - Livestock Division

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 afterward subject to provisions of public Commission Procedural Rule 141.

Applicants must forward their duty filled curriculum vitae *in the format attached hereto* to **Additional Secretary (Administration), Ministry of Agriculture, Livestock Division, No.80/5, Ground Floor, "Govijana Mandiraya", Rajamalwatta Avenue, Battaramulla** through the head of department to reach on or before 31.08.2023.

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;

- i) Strategic
- ii) Precise
- iii) Disciplined

2.3. Behavioural competencies

- i) Communicating and influencing
- ii) Working together
- iii) Delivering of pace

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
<p>Seniority</p> <p>Maximum marks will be awarded to the senior-most applicant and other applicants will receive marks for seniority proportionately.</p>	50	Curriculum vitae (CV)
<p>Experience in development planning</p> <p>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</p>	20**	
<p>Professional qualifications</p> <p>(1) Postgraduate / professional qualifications in ant of the field specified in "Appendix-e" of service minute*</p> <p>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 marks</p> <p>(2) Training in development Planning (Maximum up to 1.0 mark)</p> <p>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</p> <p>(3) Proficiency in English*</p> <p>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</p> <p>b) Certificate in English obtained from a recognized university or government training institute - 01 Mark</p> <p>*Marks will be awarded only for the highest qualification</p>	10	
<p>Strengths</p> <p>Things have to be done effectively and which should motivate the applicant as specified in section 2.2.above.</p>	10**	Interview
<p>Behavioural competencies</p> <p>Actions and activities that are needed to be done effectively as specified in section 2.3. above</p>	10**	
<p>**For question formats and rating scales, please refer to Annexure II of the Public Service Commission Circular No.02/2022 dated 15.09.2022</p>		

Note 1 : The term "recognized university" in the above marking scheme 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 institute should have the recognition of that commission) or
- ii. from a government training institute or government recognized foreign institute



Gunadasa Samarasinghe
Secretary

Ministry of Agriculture

Date 31.07.2023

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
- (Add any other necessary additional information)*

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>(i.e., date of commission of the offence)</i>	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. For All-Island Services only(Insert a question to assess the in-depth knowledge and mastery in the subject gained through experience.)

e.g.

Please describe briefly one of the challenging cases you have dealt with using the knowledge you have gained through the experience in the subject/field relevant to.....(Max. 150 words)

Please describe an instance where you used your creativity and innovation in dealing with a case while working in the field of/while in charge of the subject/field relevant to.....(Max. 150 words)

Please describe improvements you have brought about in.....while working in the field of/in charge of the subject of.....(Max 150 words)

Please describe the regulatory and/or institutional changes you propose to improve the productivity/effectiveness/efficiency of service delivery in the area of.....(Max. 150 words)

Please describe changes you propose to the present procedure/process for.....(Max. 150 words)

Please describe the present trend in the cases of.....(Max. 150 words)

Is there any recent change in the trend of cases.....If so, please give the possible reasons for this change in the trend?.....(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

5.4 (If applicable) Research, Innovation and inventions

.....
.....

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