

## **RECRUITMENT OF THE EARLY CHILDHOOD DEVELOPMENT SUPPORT OFFICERS POST OF THE KANDY MUNICIPAL COUNCIL - 2023**

APPLICATIONS are invited from Sri Lankan citizens residing in the area under the jurisdiction of the Kandy Municipal Council for the post of Early Childhood Development Support Officers in accordance under Section 40 (1) (Chapter 252) of the Municipal Council Ordinance number 19 of the Year 1987.

### *01. Method of Recruitment :*

#### *1.1 General Conditions of Recruitment*

- 1.1.1 Applicants must be a Sri Lankan citizen.
- 1.1.2 Applicants must be female applicants residing in the jurisdiction of Kandy Municipal Council. (Candidates are required to submit documents at the time of the interview confirming that they are permanent residents of the jurisdiction of Kandy Municipal Council for the period of three years from the last date of receipt of applications.)
- 1.1.3 Applicants should be not less than 18 years of age and not more than 30 years of age as the last date of the receipt of applications. Permanent employees who are already in Government service or Provincial Government Service cannot apply for this post.
- 1.1.4 Applicants must be of excellent character and in good health condition.
- 1.1.5 Every applicant should possess good eyesight and adequate physical and mental fitness and good character.
- 1.1.6 The Municipal Commissioner of Kandy Municipal Council reserves the all right to delaying these recruitments, making changes, cancellation of this notice and amend this notice after or during the period or during the period to delay this recruitment.

#### *1.2 Conditions of employment :*

This position is a position that is established considering the need for the service upon the approval of the honorable council of the Kandy Municipal Council and under Section 40(1) (A), (B), (C), (D) of the Municipal Ordinance act. This post is non-pensionable. Employed for such periods as may be determined by the honorable general Council or the Municipal Commissioner on the basis of service requirement. Also, the matters mentioned here are subject to the decisions that may be taken before the honorable Council or the Municipal Commissioner regarding this position.

- 1.2.2 *Monthly allowance.*— Monthly allowance for the posts of Early Childhood Development Support Officers is Rs. 27,000.00.

02. Designation and Educational Qualification (Mentioned in the table) :

<i>Number</i>	<i>Designation</i>	<i>Maximum Number of posts required to be recruited</i>	<i>Professional qualification and experience</i>	<i>Educational Qualification</i>	<i>Nature of the duty</i>
01	Early Childhood Development Support Officers	10	<p>1. A diploma in pre-school education issued by the board of external services of the open university in pre school education ; or</p> <p>2. Obtain pre school teacher diploma offered by institutions registered under the children's secretariat of the Ministry of Child Development and Women's Affairs ; or</p> <p>3. Diploma in pre school teacher training offered by the Early Childhood Development Unit of the Central Provincial Council or obtained a pre school teacher training diploma from a institutions which is approved under vocational education commission.</p> <p>* the duration of this diploma course should be at least one year or more than one year also having a diploma certificate in English medium is a special qualification</p>	<p>Must have passed Sinhala, Tamil, English, Mathematics and 2 other subjects with Credit pass and 6 subjects passed in one time in the general certificate of ordinary level examination and have passed at least 1 subjects in the general certificate of advance level examination (Except general English) passed Dancing, Art, Music and Aesthetic subjects considered as a special qualification.</p>	<p>Making pre school students asocial thinkers, helping physical and mental development of children, making children knowledgeable and capable creative children</p>

\*\* Recruitment for the above mentioned positions will be done considering the existing employee requirement of the Kandy Municipal Council.

03. Method of recruitment : 100% open basis

Out of the applications submitted, all eligible applicants are referred to a structured interview and the highest scoring applicants are recruited.

During the interview, attention will be given to the following aspects.

<i>Sections to be tested and scored</i>		<i>Highest Score</i>	<i>Score required to qualify</i>
01	Additional educational qualification	30	Candidates who scored maximum marks will be selected according to the vacancies
02	Professional qualification (5 marks for each year experience for a maximum of 5 years)	15	
03	Received a training in a pre school belongs to Kandy Municipal Council	10	
04	Practical presentations related to the subject of dance, music, singing art and creativity (5 Minutes)	35	
	Total score	100	

04. *How to apply :*

- 4.1 applications should be prepared using (A4) 12 x 8'27 paper double sided pages as per the model format of this notice and should be sent by registered post to the Municipal Commissioners, Kandy Municipal Council on or before **15th January, 2023**.
- 4.2 The post applied is must be mentioned in the top left corner of the envelope.
- 4.3 Applications not received on the due date will be rejected without notice.
- 4.4 Certified copies of the following documents should be sent along with the application.
  1. Birth certificate,
  2. Educational Certificates,
  3. Proof of residence certificate issued by the Grama Niladari within a period of three months,
  4. Recently obtained character certificate,
  5. Certificate proof of professional qualification,
  6. Copy of National Identity Card.

(Kindly note that the original copy of said certificates should be submitted at the time of the interview, so please avoid by sending the originals).

K. K. G. I. D. P. WIJETHILAKE,  
Kandy Municipal Commissioner.

Kandy Municipal Council,  
22nd December, 2022.