

PUBLIC SERVICE COMMISSION

Recruitment for the Post of Legal Officer (Executive Category - Grade III) of the National Audit Office - 2023

APPLICATIONS are invited from Sri Lankan citizens who have fulfilled the requisite qualifications to fill the vacancy of Legal Officer (Executive Category-Grade III) of the National Audit Office.

01. **Method of Recruitment** :- Out of the applicants who have fulfilled the qualifications specified in the notification, applicant scoring the highest marks from the interview conducted to test the eligibility by an interview board appointed by the Public Service Commission will be recruited to fill the existing vacancy. The interview to test the eligibility, will be conducted in conformity with the marking scheme (given under No. 06) approved by the Public Service Commission.

The effective date of this appointment will be determined by the Public Service Commission.

02. Required Qualifications :

- (i) Educational/Professional Qualifications

Should have taken oaths as an Attorney-at-Law in the Supreme Court.

- (ii) Experience

Should have obtained a practical professional experience in not less than three (03) years subsequent to swearing in as an Attorney-at-Law in the Supreme Court (Documents provided to prove practical professional experience should be furnished at the interview after having clearly stated the period of experience, date and official seal)

or

Should have gained not less than three years (03) experience in the field of Law in a public institution subsequent to taking oaths as an Attorney-at-Law in the Supreme Court.

Note : Copies of documents proving the basic qualification, certified by the applicant himself should be attached to the application. Applications not clearly indicating the commencement and end of service and those not attached with certificates may be rejected without notification.

- * A Legal post is a post, with a Degree in Law or having taken oaths as an Attorney-at-Law in the Supreme Court, which is a basic qualification for recruitment.

- (iii) **Physical Fitness**

Every candidate should be physically fit and mentally sound to serve and perform duties of the post in any part of Sri Lanka.

- (iv) **Other Qualifications**

- Should be a citizen of Sri Lanka
- Should be of excellent moral character
- Should have fulfilled the required qualifications in every aspect as at the closing date of application

03. Terms of Engagement and Conditions of Service

- (i) This post is permanent and pensionable. You are subjected to any policy decision taken in future by the Government in connection to the pension scheme entitled to you. You are required to make contributions to the Widows'/Widowers' and Orphans' Pension Scheme entitled to you. Contributions shall be made by you as ordered by the Government from time to time.
- (ii) This appointment will be subjected to a probationary period of three (03) years. Officers should pass the first efficiency bar examination within 03 years from the date of recruitment as prescribed in the Scheme of Recruitment.
- (iii) As per provisions in the Public Administration Circular No. 18/2020 dated 16.10.2020 and circular provisions incidental thereto, it is required to acquire the proficiency in the official language other than the language in which they joined the service before exceeding three years from the date of appointment. Officers who joined the service through a medium which is not an official language shall acquire the official language proficiency within the probationary period.
- (iv) This appointment will be subjected to the Procedural Rules of Public Service Commission, Establishment Codes of the Democratic Socialist Republic of Sri Lanka, Financial Regulations of the Government and other Departmental Orders.
- (v) Once applied, the medium of language will not be allowed to change and the medium of language mentioned in the application will be the medium of language appropriate for your appointment.

04. Age Limit

Should not be less than 21 years and not more than 45 years of age as at the closing date of applications.

05. Salary Scale

This post is entitled to a (monthly) salary scale of Rs. 47,615-10x1,335-8x1,630-17x2,170-110,895/- (SL - 1-2016), as per the Schedule I of the Public Administration Circular No. 03/2016 dated 25.02.2016.

06. Following will be the marking scheme for evaluating the eligibility at the Interview.

<i>Serial No.</i>	<i>Subject</i>	<i>Marks</i>	<i>Maximum Marks</i>																		
01.	Additional Educational Qualifications :		25																		
	(a) A Postgraduate Degree in the field of Law obtained from a University recognized by the University Grants Commission	25																			
	(b) A Postgraduate Diploma in the field of Law obtained from a University recognized by the University Grants Commission or a Postgraduate Diploma in the field of Law obtained from the Institute of Advanced Legal Studies of the Sri Lanka Law College.	20																			
	(c) Degree in Law obtained from a university recognized by the University Grants Commission																				
	First Class	15																			
	Second Class (upper)	10																			
	Second Class	07																			
	General Degree in Law	05																			
	(d) First Class in the final year of Law College	10																			
	Second Class in the final year of Law College	05																			
	Note I : 05 marks should be given only if the final examination has been passed with honours Note II : Marks will be given only for the highest qualifications.																				
02	Additional Experience : Preparation of documents relating to cases and appearing before the open court.		35																		
	<table border="1"> <thead> <tr> <th></th> <th><i>Marks for cases filed (Per case)</i></th> <th><i>Marks for appearing before the court (Per case)</i></th> </tr> </thead> <tbody> <tr> <td>Supreme Court</td> <td>02</td> <td>05</td> </tr> <tr> <td>Court of Appeal</td> <td>02</td> <td>04</td> </tr> <tr> <td>High Court</td> <td>02</td> <td>03</td> </tr> <tr> <td>District Court</td> <td>04</td> <td>05</td> </tr> <tr> <td>Tribunal</td> <td>02</td> <td>03</td> </tr> </tbody> </table>		<i>Marks for cases filed (Per case)</i>	<i>Marks for appearing before the court (Per case)</i>	Supreme Court	02	05	Court of Appeal	02	04	High Court	02	03	District Court	04	05	Tribunal	02	03		
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Supreme Court	02	05																			
Court of Appeal	02	04																			
High Court	02	03																			
District Court	04	05																			
Tribunal	02	03																			
	Note : Copies of relevant judgments or a certified copy of the case report of the last date of the case should be submitted to the Board of Interview to prove the above qualifications																				
03.	Knowledge on Information Technology/Information Technology Law:		10																		
	(a) For having followed Information Technology or Computer Science as a main subject for a Degree from a University recognized by the University Grants Commission.	10																			

<i>Serial No.</i>	<i>Subject</i>	<i>Marks</i>	<i>Maximum Marks</i>
	(b) A Diploma on Information and Communicaiton Technology Law obtained from a University recognized by the University Grants Commission or the Sri Lanka Law College or from an institution recognized by the Government	08	
	(c) A Diploma on Computer Science or Information Technology obtained from a University recognized by the University Grants Commission or a Diploma on Computer Science or Information Technology in NVQ Level 5 or a higher Diploma obtained from another institution.	05	
	(d) Certificates obtained by following courses in the field of Information and Communication Technology Law/participating in Training Programmes from a University recognized by the University Grants Commission or the Sri Lanka Law College or from an institution recognized by the Government (Marks will be given only for two certificates as 02 marks each per certificate) Note : Marks will be given only for the highest qualification	04	
04.	Language Proficiency :		15
	(a) A degree followed with English Language as a main subject in a university recognized by the University Grants Commission.	15	
	(b) Fluency in English language demonstrated in Moot Court competitions at recognized international or national levels	12	
	<u>Individual</u>		
	i. First Place/Highest Merit - 12		
	ii. Second Place - 10		
	iii. Third Place/Other skills - 08		
	<u>Group</u>		
	i. First Place/Highest Merit - 10		
	ii. Second Place - 08		
	iii. Third Place/ Other Skills - 06		
	(c) A Diploma in English Language obtained from a university recognized by the University Grants Commission or a Diploma in English Language of NVQ Level 5 or a higher Diploma obtained from another institution	10	
	(d) At least a Distinction pass for English Language in the G.C.E. (Advanced Level) Examination (Local or London) or IELTS (academic) scoring rate of 6.5 or above or TOEFL-IBT scoring rate of 79 or above or TOEFL-CBT scoring rate of 213 or above TOEFL-PBT scoring rate of 550 or above	08	
	(e) Advanced certificate in English Language obtained from a university recognized by the University Grants Commission or a certificate at NVQ Level 4 obtained for English Language from another institution Note : Marks will be given only for the highest qualification	05	
05.	Merit shown in the interview :		15

<i>Serial No.</i>	<i>Subject</i>	<i>Marks</i>	<i>Maximum Marks</i>
	Strength Questions (02 Marks)		
	Situational Questions (03 Marks)		
	Competency Questions (10 Marks) of the applicant in support of performing duties of the post.		
	Marks will be given according to replies made for questions intended for evaluation		
	Total Marks		100

07. Identity of the Candidates :

Only the applicants who have submitted applications completed in every respect will be called for the interview to test the eligibility.

Originals of all certificates and duly certified copies of the certificate shall be furnished at the interview.

Following documents will be accepted in proving the identity of the candidate at the interview.

- i. Valid National Identity Card issued by the Commissioner of Registration of Persons.
- ii. Valid Passport

08. Method of Application :

- (i) Applications should be sent by registered post to reach "Auditor General, National Audit Office, No. 306/72, Polduwa Road, Battaramulla" on or before **27.02.2023** Applications received after the said date, will be rejected.
- (ii) Specimen of the application is provided at the end of this notification. Applicants should prepare their applications in A4 size paper indicating No. 01 to No. 03 in the first page, No. 04 to No. 06 in second page and No. 07 to No. 09 in third page and should be completed in applicant's own handwriting.
- (iii) The top left corner of the envelope should be marked as "Recruitment for the Post of Legal Officer Grade III of the Executive Category".
- (iv) Applicant's signature in the application should be attested by a Principal of a Government School/Justice of Peace/Commissioner of Oaths/Attorney-at-Law/Notary Public/Commissioned Officer in the Three Armed Forces or an officer holding a permanent post in the public or provincial public service drawing a consolidated monthly salary of Rs. 47,615/- or above.
- (v) Officers who are already in Public Service or Provincial Public service should forward their applications through the Heads of their respective Departments.
- (vi) Applications not in conformity with the attached specimen application will be rejected. No complaints will be entertained over loss or delay of applications.

09. Furnishing false information :

Your candidature will be cancelled if furnishing of false or incorrect information is found before recruitment and if found after recruitment, you will be liable for dismissal from Public Service subject to the relevant procedure.

10. Public Service Commission reserves the right to fill or not to fill the vacancy.
11. In any inconsistency or contradiction rises among the Sinhala, Tamil and English texts of this *Gazette* Notification, the Sinhala text shall prevail.
12. In the case of any matter not stated in this Notification or where it may cause a problematic situation in the process of recruitment, the decisions made by the Public Service Commission thereon will be final.

By order of the Public Service Commission,

Auditor General,
Public Service Commission.

National Audit Office,
No. 306/72,
Polduwa Road,
Battaramulla.