

Southern Provincial Public Service Commission

**Open Competitive Examination for Recruitment to the Management Assistant
Non-Technical Segment 2 (MN-1) Grade III Posts of
Assistant House Master / Saththu Sevika / Vocational Instructor / Assistant
Warden / Assistant Metron / Palaka (Transport Unit) / Palika (Transport Unit)
in the Southern Provincial Department of
Social Welfare, Probation & Child Care Services - 2026**

The Southern Provincial Public Service Commission announces that an open competitive examination for the recruitment to the Grade III posts of Assistant House Master / Saththu Sevika / Vocational Instructor / Assistant Warden / Assistant Metron / Palaka (Transport Unit) / Palika (Transport Unit) in the Southern Provincial Department of Social Welfare, Probation & Child Care Services is scheduled for October 2026. The application form is available on the Southern Provincial Public Service Commission's website: www.psc.sp.gov.lk. Applications can only be submitted online. The deadline for submitting applications is August 28, 2026.

Note 01: Online application submissions will open at 9:00 AM on July 31, 2026, and will close at 6:00 PM on August 28, 2026.

The examination will be conducted exclusively at a designated center in Galle city.

2.0 Candidates who qualify based on merit from the written examination conducted by the Southern Provincial Public Service Commission will be selected for appointment to these Grade III posts.

- (a) The male candidates will be selected for the positions of Assistant House Master, Assistant Warden, and Assistant Metron in Men's Detention Homes and Men's Certified Schools.
- (b) The number of vacancies to be filled is as follows:

Serial Number	Designation	Number of vacancies expected to fill	Female	Male	Female/ Male
01	Assistant House Master	04	-	02	02
02	Saththu Sevika	01	01 -	-	-
03	Vocational Instructor				
	1. Instructor in Mechanical Carpentry	01	-	-	01
	2. Instructor in Computer Assembling and Repairing	01	-	-	01

	3. Instructor in Electrical Technology	01			01
04	Assistant Warden	01	-	-	01
05	Assistant Metron	02	-	-	02
06	Palaka (Transport Unit)	02	-	02	-
07	Palika (Transport Unit)	02	02	-	-

- (c) The Appointing Authority will determine the number of appointments and the effective date of appointment. The Appointing Authority reserves the right not to fill any or all vacancies.

3.0 Selected candidates will be appointed to the Grade III of the Service, subject to the general conditions governing appointments in the Public Service, the terms outlined in the Service Minutes No. 222 (approved by the Hon. Governor of the Southern Province on December 11, 2024) of the Management Assistant Service (Non-Technical) Segment 02 of the Southern Provincial Department of Social Welfare, Probation & Child Care Services, any amendments to these Service Minutes, the provisions of the Establishments Code and the Financial Regulations / Financial Statute of the Southern Provincial Council, and the Procedural Rules of the Public Service Commission as published in Gazette Extraordinary No. 2310/29 dated December 14, 2022.

- (a) If selected for appointment, candidates must serve a minimum of three (03) years at their initial posting. However, the Appointing Authority shall have the power to transfer any officer before the end of this period for special reasons deemed necessary.
- (b) This appointment is subject to a probationary period of three (03) years. A Management Assistant (Non-Technical) of Segment 02 must pass the first Efficiency Bar examination as prescribed in the Service Minutes within three years of recruitment to the Grade III post.
- (c) Selected candidates will be required to complete the Official Language Proficiency Test in accordance with the provisions of Public Administration Circular No. 18/2020 dated October 16, 2020, and its subsidiary circulars, based on the language medium in which they qualified for the appointment.

4.0 Salary Scale:

This post is entitled to the salary code MN 01-2025 in the Public Administration Circular No. 10/2025 dated 25.03.2025 and the relevant salary scale is 45,230 - 10 x 540 - 11 x 6300 - 10 x 1,190 – 78,360/- and you will be entitled to that salary from 01.01.2027. From the date of appointment, you will be paid salaries as per the provisions of Schedule III of this circular.

5.0 The position is permanent and pensionable.

6.0 Qualifications:-

6.1 Educational Qualifications: -

1. Candidates should have passed the G.C.E. (Ordinary Level) examination in Six (06) subjects, at one sitting, with credit passes for Sinhala/Tamil/English Language, Mathematics and two other subjects.

And

2. Candidates should have passed the G.C.E. (Advanced Level) examination in at least one (01) subject (excluding the Common General Test).

Note 02 –

- The language medium in which the candidate takes this examination must correspond to the language for which a credit pass is required at the G.C.E. (Ordinary Level) examination.

6.2 Professional Qualifications: -

Designation	Professional Qualifications
Saththu Sevika	Possesses a certificate from a recognized institute after successfully completing a course in Care Giving or Nursing with a duration of no less than six months.
Vocational Instructor	1. Instructor in Mechanical Carpentry Possesses a certificate of National Vocational Qualification (NVQ) Level 4 from an institute registered with the Sri Lanka Technical Collage or National Apprentice and Industrial Training Authority or Sri Lanka Vocational Training Authority or Tertiary and Vocational Education Commission after successfully completing a full-time course in Mechanical Carpentry with a duration of no less than one year. 2. Instructor in Computer Assembling and Repairing Possesses a certificate of NVQ Level 4 from an institute registered with the Sri Lanka Technical Collage or National Apprentice and Industrial Training Authority or Sri Lanka Vocational Training Authority or Tertiary and Vocational Education Commission after successfully completing a full-time course in Computer Assembling and Repairing with a duration of no less than one year. 3. Instructor in Electrical Technology Possesses a certificate of NVQ Level 4 from an institute registered with the Sri Lanka Technical Collage or National Apprentice and Industrial Training Authority or Sri Lanka Vocational Training Authority or Tertiary and Vocational

	Education Commission after successfully completing a full-time course in Electrical Technology with a duration of no less than one year.
Palaka (Transport - Male Children under Probation) Palika (Transport - Female Children under Probation)	Not applicable.

Note 03 - Appointees to the positions of Assistant House Master, Assistant Warden, and Assistant Metron in state Child Care Centers must obtain a certificate equivalent to NVQ Level 3 or above from an institute recognized by the University Grants Commission or registered with the Vocational Education Commission. This certificate must be earned after successfully completing a course in one of the following areas: Child Development, Child Care, Day Care, Social Work, Nutrition, or Counseling, before the end of the probation period.

(Appointees who have already completed a course in one of the specified subjects and obtained a certificate at the required level by the time of recruitment are not required to undertake the course again upon recruitment.)

6.3 Experience: -

Designation	Experience
Assistant House Master Assistant Warden Assistant Matron Palaka (Transport Unit) Palika (Transport Unit)	Not Applicable
Saththu Sevika	Possesses six months of continuous experience in caregiving or nursing at a care center registered with a government or semi-government institution, or recognized by the Southern Provincial Department of Social Welfare, Probation, and Child Care Services.
Vocational Instructor	Possesses not less than one year of continuous experience in teaching at a government or semi-government or recognized private institution.

6.4 Physical Fitness: -

Candidates must possess adequate physical and mental fitness to effectively perform the duties associated with the position. This includes the ability to care for children, the elderly, and individuals with special needs, as well as the flexibility to serve in any part of the Southern Province.

6.5 Other Qualifications: -

- I. Applicant shall be a citizen of Sri Lanka and must have continued to permanently reside in the area of authority of the Southern Provincial Council for at least three (3) years immediately preceding the closing date for applications.

(Residency must be established by providing a certified extract of the registration entry from the Electoral Register.)

or

In cases where an applicant has moved to the Southern Province upon marriage, the applicant's spouse must have resided in the Southern Province for at least three (3) calendar years prior to the date of marriage and before the date on which the qualifications for the examination were completed.

- II. Applicant shall be of excellent character.
- III. All qualifications required for recruitment to the position must be fully completed by the date specified in the Notice calling for application.
(The candidate should produce copies of the relevant certificates to the Interview Board during the interview for the recruitment, to verify their qualifications.)
- IV. A Police Report confirming that the applicant respects the law and has no criminal convictions issued by the Officer-in-Charge of the relevant Police Station in the applicant's area of residence, and obtained within three (03) months, should be presented to the Interview Board during the interview for the recruitment.
- V. The candidate must provide a Grama Niladari Report and two (2) Character Certificates to the Interview Board. These certificates should be obtained from a Justice of the Peace and an individual holding a religious order in the candidate's area of residence. They should affirm that the candidate has excellent character and social behavior and has not been previously accused of any crime or drug use. (These Character Certificates are essential to ensure the safety and protection of children, the elderly, and persons with special needs housed in Care Centers.)
- VI. The candidate should present a Medical Report from a Government Medical Officer to the Interview Board, confirming that the candidate possesses sound physical and mental health suitable for caring for children, the elderly, and persons with special needs at the time of recruitment.

7.0 Age

Candidate should be not less than 18 years old and not older than 30 years as of the closing date for applications, which is 28.08.2026. (Therefore, only those born on or before 28.08.2008 and on or after 28.08.1996 are eligible to apply for the position.)

The maximum age limit is not applicable to those who are already in the Public Service.

Note 04 -

- It is mandatory for all candidates to have fully completed all qualifications relevant to the position applied for, in every aspect, by August 28, 2026.

8.0 Examination Procedure: -

- (a) The examination will be conducted in Sinhala, Tamil, and English mediums. Candidates must select one medium that is relevant to them and must answer all question papers scheduled for the examination in that chosen medium. Once a medium is selected, it cannot be changed subsequently.

Subject	Duration	Total marks	Pass marks
Intelligence Quotient Test	01 hour	100	40%
General Knowledge Test	01 1/2 hours	100	40%

- (b) The Syllabus for the examination is as follows:

Subject	Syllabus
Intelligence Quotient Test	The question paper is designed to assess candidates' language competence, reasoning ability, and mathematical skills.
General Knowledge Test	The question paper comprises questions in the field of national and international affairs, social, economic, political, and current affairs.

- (c) Candidates should score at least forty percent (40%) of marks out of the marks allotted for each subject to qualify for recruitment through this examination. The appointments will be made strictly in the order of merit enabling the filling of vacancies to be filled by the examination.

9.0 Examination Results: -

The examination results will be available for each applicant to download personally from the official website of the Southern Provincial Public Service Commission at (<http://www.psc.sp.gov.lk>). Additionally, a list of candidates who have passed the examination will be prepared in order of district merit and issued to the Appointing Authority.

10.0 Examination Fees: -

The examination fee is Rs. 1,000/-. Payment must be made online using only VISA or MASTER cards; payments made through any other method will not be accepted. The full amount of the examination fee must be paid; applications with insufficient payment will be

rejected. The Southern Provincial Public Service Commission will not be responsible for any errors that occur during the payment process using the specified methods.

Please note that examination fees paid are non-refundable under any circumstances and cannot be transferred to any other examination.

Note 05: - Candidates are responsible for any adverse consequences resulting from delays in submitting applications until the final deadline.

11.0 Method of Applying: -

All applicants are required to visit the official website of the Southern Provincial Public Service Commission at [www.psc.sp.gov.lk]. Applicants must select the correct examination, enter the relevant information, pay the examination fee, and submit the application to the Southern Provincial Public Service Commission. The application period for this exam will close on **28th August 2026 at 6:00 p.m.** (It is recommended to use a desktop or laptop computer with internet access for this process.)

- 11.1 Applicants must complete their application for this examination online and no applicant shall complete an application for any other applicant without his/her knowledge.
- 11.2 No changes will be permitted to any information entered by applicants after submission. Therefore, it is crucial to verify the information carefully before submitting it to the Southern Provincial Public Service Commission.
- 11.3 All applications submitted through any means other than the specified online process will be rejected without notice. Applicants will bear any consequences resulting from mistakes, such as selecting the wrong examination while applying online.
- 11.4 Under no circumstances should the hard copy of the application be sent to the Southern Provincial Public Service Commission. However, candidates must download the hard copy of the application completed online and retain it for presentation at the interview.

12.0 Attestation of Candidate's Signature: -

The applicant's signature on the hard copy of the downloaded application form must be attested. Applicants from any government institution must have their signature attested by the head of the institution or an authorized officer. For those not affiliated with a government institution, acceptable attestors include a head of a government school, retired officer, Grama Niladhari of the respective division, Justice of the Peace, Commissioner of Oaths, Attorney-at-Law, Notary Public, Commissioned officer of the Armed Forces, an officer holding a permanent staff grade post in the Public / Provincial Public Service, or a Chief Incumbent of a Buddhist temple or a Chief Priest or a Priest holding a responsible position of another religious place of worship.

13.0 Admission Cards

As applications are invited online, it is assumed that only those who meet the qualifications stated in the notification have applied and submitted complete applications by the due date. The Southern Provincial Public Service Commission will issue admission cards online through the official website (<http://www.psc.sp.gov.lk>) to all candidates who have paid the prescribed examination fees and submitted their applications online. Once the admission cards are issued, an announcement will be made via a notification on the official website of the Southern Provincial Public Service Commission at (<http://www.psc.sp.gov.lk>). Candidates can download their examination admission cards by visiting the admission card issuance section on the website (<http://www.psc.sp.gov.lk>) and entering their National Identity Card Number.

If a candidate needs to revise their admission card, they must indicate the necessary changes in the relevant section and affix their signature. Please note that requests for revisions made during the interview will not be considered.

The issuance of an examination admission card to a candidate does not imply that they have fulfilled the eligibility criteria to appear for the examination. The downloaded examination admission card must be printed on both sides of A4 size paper, signed, and submitted to the Examination Supervisor. For applicants from government institutions, the signature on the admission card must be attested by the head of the institution or an authorized officer. For those not affiliated with a government institution, acceptable attesters include a head of a government school, retired officer, Grama Niladhari of the respective division, Justice of the Peace, Commissioner of Oaths, Attorney-at-Law, Notary Public, Commissioned officer of the Armed Forces, an officer holding a permanent staff grade post in the Public / Provincial Public Service, or a Chief Incumbent of a Buddhist temple or a Chief Priest or a Priest holding responsible position of another religious place of worship.

14.0 Admission to the Examination: -

- (a) Candidates must present their admission card with certified signature to the Officer in-charge of the Examination Centre on the day of the examination in the assigned examination hall. A candidate who fails to present the admission card will not be permitted to take the examination.
- (b) Candidates are required to appear for the examination in the specific examination hall assigned to them.

15.0 Identity of Candidates

No candidate will be permitted to appear for the examination without an admission card. Additionally, candidates must verify their identity to the satisfaction of the Examination Supervisor for each question paper they take in the examination hall. To do this, candidates must present one of the following documents:

- (i). National Identity Card
- (ii). Valid Passport
- (iii). Valid Driving License

Candidates must enter the examination hall without covering their faces and ears to ensure that they are not wearing electronic communication devices, allowing for proper identity verification. Those who refuse to prove their identity will not be admitted to the examination hall. Furthermore, candidates must keep their faces and ears uncovered from the moment they enter the examination hall until the examination concludes and they exit.

16.0 Selection Method

Candidates will be selected for these posts based on an interview (no marks will be awarded) to assess their qualifications in accordance with the merit demonstrated in the examination. (In cases where multiple candidates achieve equal marks in the final selection stage, an interview will be conducted to determine the most qualified candidates based on their educational qualifications, in accordance with the number of available vacancies at the time of appointment.)

17.0 Providing False Information

If it is revealed that any candidate is not eligible to appear for this examination, the Southern Provincial Public Service Commission reserves the right to cancel their candidature at any time before, during, or after the examination. Additionally, if any information submitted by a candidate is found to be knowingly false, the Southern Provincial Public Service Commission reserves the right to take disciplinary action against them.

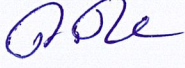
- i. The application form must be filled out with the utmost care and accuracy. If a candidate is found to be ineligible according to the regulations applicable to this examination, the Commission has the authority to cancel their candidature at any stage.
- ii. If the information provided by a candidate is later discovered to be incorrect, or if it is revealed that they have intentionally concealed any relevant facts, they will not be considered for appointment. Furthermore, any appointment made based on this examination may be canceled, and the candidate could be liable to dismissal from public service.

18.0 Candidates are required to adhere to the rules and regulations established by the Southern Provincial Public Service Commission regarding the conduct of the examination and the release of results. Any violation of these rules may result in penalties imposed by the Commission.

19.0 The decision of the Southern Provincial Public Service Commission concerning the conduct of the examination, cancellation of the examination, suspension of results, and any other matters not explicitly addressed in the examination notification shall be final. All candidates are obligated to comply with the general examination rules and regulations outlined in this notification.

20.0 In the event of any inconsistency between the Sinhala, Tamil, and English texts in this notification, the Sinhala language text shall prevail.

By order of the Southern Provincial Public Service Commission



C.P. Rajakaruna

Secretary,

Southern Provincial Public Service Commission,

C.P. Rajakaruna

Secretary

Provincial Public Service Commission

Southern Province

On this 31st day of July, 2026

At Southern Provincial Public Service Commission,

6th Floor,

District Secretariat Complex, Galle.

(The Southern Provincial Public Service Commission does not accept any responsibility for issues arising from advertisements prepared and displayed incorrectly by various institutions based on this notification.)