

# Posts - Vacant

## MINISTRY OF JUSTICE, PRISON AFFAIRS AND CONSTITUTIONAL REFORMS

### Field/Office based officers in the Department of Community Based Corrections – Segment 2 Recruitment (Open) to the post of Community Correction Officers – 2023

APPLICATION are invited from suitable officers in public service to fill 04 (four) vacancies (for the offices of North Central, Uva, Northern and Eastern Province) existing in the post of Community Correction Officer Grade II in the Department of Community Based Corrections.

Applications prepared according to the specimen form of application appended at the end of this notification should be sent to reach the Commissioner, Department of Community Based Corrections, 15th floor, "Mehewara Piyasa", Narahenpita, Colombo – 05 by Registered Post or submit application by hand on or before the date mentioned below. The top left corner of the envelope containing the application should clearly bear the words "Recruitment to the Post of Community Correction Officer – 2023 (Open)".

(a). Closing date of application is **30.06.2023** Applicants must have completed the relevant qualifications on that date.

**Note.-** Complaints made on the loss or delay of applications and other connected letters in the post will not be considered. The damages caused due to delay in the submission of applications until the closing date shall be borne by the applicant.

#### 01. Method of Recruitment :

Recruitment to the vacancy shall be based on the marks of a structured interview conducted by an interview panel appointed by the Commissioner of the Department of Community Based Corrections.

#### 02. Conditions for engagement in service :

- (i) This post is permanent and pensionable. You will be subject to any policy decision taken by the government regarding the pension's scheme in future. You should contribute to the Widows'/Widowers' and Orphans' Pension Scheme.
- (ii) This appointment is subject to 3 years probation period and first efficiency bar examination shall be passed within 03 years from the date of recruitment.
- (iii) Shall acquire the relevant proficiency in other

official language as per the Public Administration Circular No. 18/2020 and other related circulars.

- (iv) This appointment shall be subject to the Procedural Rules of the Public Service Commission, Establishments Code of the Democratic Socialist Republic of Sri Lanka, Financial Regulations of the government and other departmental orders.
- (v) Should not have received disciplinary punishment in accordance with the provisions mentioned in Public Service Commission Circular No. 01/2020.

#### 03. Salary scale :

In terms of the public Administration circular No. 3/2016, MN5-2016 be the initial salary scale. Rs. 34,605-10x660-11x755-15x930-Rs.63,460

#### 04. Educational Qualifications and Professional Qualifications :

Shall have obtained a special degree in Criminology/ special degree in Sociology/Special Degree in Psychology/ Special Degree in Social Work from a university recognized by the University Grants Commission

*Or*

Degree in law (LLB) or an Attorney-at-Law of the Supreme Court.

#### 05. Experience :

Prior Experience obtained related to the relevant field will be considered as an additional qualification.

#### 06. Age Limit :

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

#### 07. Qualifications :

Every candidate shall be physically and mentally fit to serve in any part of the island and to perform the duties of the post.

#### Other Qualifications :

- Shall be a citizen of Sri Lanka
- Shall be of an excellent character
- Shall have satisfied the qualifications mentioned in the Notice of calling applications/*Gazette* in all aspects for the recruitment to the post.

08. *Structured interview :*

Marks will be given by an interview panel appointed by the Commissioner of the Department of Community Based Corrections.

09. Marking scheme of the Structured interview :

	Subject	Marks	Maximum Marks
01.	<b>Additional Educational Qualifications</b> I. Post Graduate Degree in Sociology/Criminology/Law II. Other Post Graduate Degrees III. Post Graduate Diploma Courses IV. Diploma courses (duration of which more than 01 year) V. Diploma courses (duration of which more than 09 months) (Marks are awarded only for the highest qualification)	25 20 15 10 05	<b>25</b>
02.	<b>Additional Professional Qualifications</b> I. Diploma obtained from government recognized institution related to Drug Prevention/Social work/counseling or Criminology (05 marks per each) II. Certificate courses on Social Work/ Drug Prevention and Counseling (02 marks per each) (Marks are awarded only for the highest qualification obtained in one subject)	10	<b>10</b>
03.	<b>Language Proficiency</b> I. Degree followed in other language other than mother tongue by a University or an institution recognized by the University Grants Commission II. Diploma course on English/Tamil/Sinhala (10 marks per one language other than mother tongue – for two languages 15 marks) III. Certificate courses on English/Tamil/Sinhala (05 marks per one language other than mother tongue – for two languages 10 marks)	15 15 10	<b>15</b>
04.	<b>Experience obtained related to the relevant field</b> (Experience related to rehabilitation/Probationary/Social welfare/Law/Community Based Correction) Shall be confirmed by acceptable documents. I. 05 years or more than that II. 04 years or more than that III. 03 years or more than that IV. 02 years or more than that V. 01 year or more than that VI. 06 months or more than that	30 25 20 15 10 05	<b>30</b>
05.	<b>Knowledge on Computer</b> I. Diploma obtained from government recognized institution duration of which is not less than 12 months. II. Certificate Course duration of which not more than 12 months or not less than 06 months III. Certificate Course duration of which less than 03 months or not more than 06 months IV. Other certificates related to computer Literacy	15 10 05 03	<b>15</b>
06.	<b>Performance at the Interview</b>	05	<b>05</b>

10. Applications should be in the form of the specimen appended at the end of this notification and prepared on 22cm – 29cm, A4 size paper. The applicants shall fill the applications in their own hand writing. Applications not complying with the specimen form of application appended at the end of this notification shall be rejected without any acknowledgement. It would be advisable to keep a photocopy of the completed application form. Receipt of application shall not be acknowledged.

**Note :**

- I. If any candidate unable to furnish the original copies of the certificates mentioned in the application on request, the application will be rejected.
- II. The Applicant should submit applications through their heads of Departments/Institutions.
- III. Procedural Rules of the Public Service Commission, Circulars issued from time to time concerning the Public Service and the conditions in the amendments made there to shall be applicable for this post.

(In the event of any inconsistency between Sinhala, Tamil and English texts of the *Gazette*, the text in the Sinhala Language shall prevail.)

DILAN GUNARATHNA,  
Commissioner,  
Department of Community Based Correction.

02<sup>nd</sup> June, 2023.