

PUBLIC SERVICE COMMISSION

Ministry of Environment

OPEN BASIS RECRUITMENT TO THE POST OF LEGAL OFFICER (GRADE III IN THE EXECUTIVE SERVICE CATEGORY)-2023

APPLICATION are hereby called from Sri Lankan citizens who have completed the qualifications given in this notification to fill the existing vacancy for the Post of Legal Officer of Grade III of the Executive officer Category in the Ministry of Environment

Number of posts – 02

01. Method of recruitment

Among the candidates who have fulfilled the mentioned qualifications, those who score highest based on the results of aptitude assessment interview to be conducted by an interview board appointed by the Public Service Commission will be recruited according to the number of vacancies. There the aptitude assessment interview will be conducted in accordance with the marking scheme (mentioned under No. 06) approved by the Public Service Commission.

02. Required Qualifications :

- I. Educational/Professional Qualification :
Having taken oaths as an Attorney –at- Law of the Supreme Court.
- II. Experience:
Should have acquired an active professional experience of not less than three (03) years after taking oaths as an Attorney-at-law of the Supreme Court . (The documents submitted for proof of active professional experience must clearly state the period of experience, the official seal of the certifying person and the date of certification.)
or
Should have acquired experience relevant to the following tasks of not less than three (03) years in the legal field of a government institution after taking oaths as an Attorney-at-law of the Supreme Court .
 - i. Legal activities in lawsuits and coordination with Attorney General’s Department
 - ii. Legal matters related to Agreements/ contracts
 - iii. Legal proceedings with regard to relevant ordinances / legislations
 - iv. Preparation of legal documents including Bills, Circulars, Regulations etc
 - v. Legal or judicial proceedings or investigations conducted by various statutory bodies
- III. Physical fitness:
Every candidate should possess a sufficient physical and mental condition that permits to perform their duties in any part within Sri Lanka.
- IV. Other Qualifications:
 - Should be a citizen of Sri Lanka
 - Should possess an exemplary character.
 - No person holding the priesthood of any religious sect is eligible to apply for this post.
 - Date of Eligibility : Candidates will be considered eligible to appear for the interview for the post if they have fulfilled the required qualifications in all respects on the date of publication of the notice of application. Copies of certificates to prove eligibility should be submitted along with the application.

03. Terms of engagement and terms of Service :

- I. This post is permanent and pensionable. You shall subject to a policy decision to be taken by the government in future regarding the pension scheme you are entitled to. You shall contribute to Widow and Orphan Pension Scheme/Widower and Orphan Pension Scheme. You shall contribute to the same as ordered by the Government from time to time.
- II. The appointment is subject to a probationary period of 03 years. The officer is required to pass the first efficiency bar examination within 03 years from the date on which the recruitment will be made to the post of Legal Officer Grade III.

- III. In terms of the Public Administration Circular No. 18/2020 dated 16.10.2020 and the circulars issued incidental there to, the officer recruited to the post should acquire the proficiency in the official language other than the language in which the officer is recruited to the service before the elapse of five (05) years from the date of appointment to the post. The officers who entered the public service in a medium of language other than in a medium of any of official languages should acquire the requisite standard of proficiency within the probationary period.
- IV. This appointment is subject to the procedural rules of the Public Service Commission, the Establishment Code of the Democratic Socialist Republic of Sri Lanka, the Government Finance Regulations and other Departmental orders and regulations.
- V. The medium of language applied for will not be allowed to be changed later, and the medium of language for which you will be eligible for appointment will be the medium of language mentioned by you in the application.

04. Age limit :-

Applicants should be not less than 21 years and not more than 45 years as on the last date of receipt of applications.

05. Salary Scale :-

As per Schedule 1 of Public Administration Circular No. 03/2016 dated 25.02.2016, the monthly salary scale of this post is Rs. 47,615-10 X 1335-8 X 1,630-17 X 2,170-110,895/- (SL-1-2016).

06. The aptitude assessment interview shall base on the following marking scheme.

Serial No.	Subject	Marks	Maximum Marks
01.	<p>Additional educational qualifications</p> <p>(a) Post Graduate Degree in Law obtained from a recognized university by the University Grants Commission</p> <p>(b) Post Graduate Diploma in Law obtained from a recognized University by the University Grants Commission or Post- Attorney Diploma in Law obtained from the Institute of Advanced legal studies of Sri Lanka Law College</p> <p>(c) Bachelor's Degree obtained from a recognized university by the University Grants Commission in</p> <ul style="list-style-type: none"> • Bachelor of Laws with First Class Pass • Bachelor of Laws with Second Class Upper Pass • Bachelor of Laws with a Pass • Bachelor of laws an ordinary pass <p>(d) First class pass in the final Year of the Law College</p> <p>Second class pass in the final year of the Law College</p> <p><i>Note I</i> : The above 05 marks will be awarded only if the candidate has passed the final examination of the Law College with Honours.</p> <p><i>Note II</i> : marks will be given only for the highest qualification.</p>	<p>25</p> <p>20</p> <p>15</p> <p>10</p> <p>07</p> <p>05</p> <p>10</p> <p>05</p>	25
02.	<p>Additional experience</p> <p>Preparation of documents related to Court cases and submitting the case in the open court</p>		35

Serial No.	Subject	Marks	Maximum Marks
	<p>Singles</p> <p>I. First Place/the best performance – 12 II. Second place -10 III. Third Place / Other Merits – 08</p> <p>Group</p> <p>I. First Place / the best performance -10 II. Second Place - 08 III. Third Place / Other Merits - 06</p> <p>A Diploma in English obtained from a university recognized by the University Grants Commission or a Diploma in English offering SLQF 3 or above qualification obtained from another institution or a Diploma in English covering at least 1500 academic hours obtained from a Government Training Institute/ Institute affiliated to a Government Training Institute</p> <p>(d) Having obtained at least a Very Good pass for English Language in the GCE (Advanced Level) examination (Local or London) or an aggregate score of 6.5 or above in IELTS, 79 or above in TOEFL-IBT, 213 or above in TOEFL-CBT or 550 or above in TOEFL-PBT.</p> <p>(e) Advanced Certificate in English Language obtained from a University recognized by the University Grants Commission or SLQF Level 2 Certificate in English Language obtained from another institution</p> <p><i>Note – Marks are awarded only for the highest qualification.</i></p>	<p>10</p> <p>08</p> <p>05</p>	
05.	<p>Competence performed in the interview</p> <p>Applicant's capacity to fulfill the role of the post :</p> <ul style="list-style-type: none"> o Strengths (02 marks) o Timely decision making ability (03 marks) o Competency (10 marks) <p>Marks are awarded based on the answers given to the questions intended to be evaluated.</p>		15
	Total		100

07. The Identification of the candidate

- ◆ Only the candidates who have forwarded completed applications in every respect are called for the Aptitude Assessment Interview.
- ◆ Originals and duly certified copies of all certificates should be produced at the interview.

- ◆ Following identification documents are accepted to prove own identity at the interview.
 - I. The National Identity Card issued by the Commissioner of Registration of Persons
 - II. A valid passport

08. Method of Application

- a. Applications should be submitted by registered post to the following address on or before **21.11.2023**. Applications submitted after that date will be rejected.

Secretary,
Ministry of Environment,
" Sobadam Piyasa "
No. 416/C/1, Robert Gunawardena Mawatha,
Battaramulla.

- b. A specimen application form is given at the end of this notice. Applicants should prepare their applications on A4 size paper inserting headings 01 to 3.1 on first page, 3.2 to 5.3 on second page, 5.4 to 7 on third page and 8.0 to 9.0 on the fourth page and complete it in applicant's own handwriting.
- c. The top left hand corner of the envelop should be marked "Application for the post of Legal Officer in the Ministry of Environment" .
- d. Candidate should get his signature on the application attested by a Principal of a Government School/ Justice of the Peace/ Commissioner of Oaths/ attorney-at-Law/ Notary Public/ Commissioned Officer of Armed Forces or by an officer holding a permanent post in the Government or Provincial Government Service receiving a monthly consolidated salary of Rs. 47,615/-.
- e. Candidates who are currently employed in Government Service or Provincial Government Service should submit their applications through their Head of Departments.
- f. Applications not in accordance with the given specimen application will be rejected without notice. Any complaint to the effect of loss or delay of an application will not be entertained.

09. Furnishing false particulars

If any information mentioned in your application is found to be false or incorrect before recruitment, your candidature will be cancelled. If such false or incorrect information is discovered after recruitment, you will be dismissed from the post subject to the relevant procedures.

- 10. The Public Service Commission reserves the right to fill or not to fill vacancies.
- 11. If there is any inconsistency or contradiction between the Sinhala, Tamil and English language texts of this *Gazette* Notice, then the Sinhala language text shall prevail.
- 12. The decisions taken by the Public Service Commission regarding any matter not mentioned in this notification or in case of any problematic situation during this recruitment process shall be final.

By order of the Public Service Commission,

Secretary,
Ministry of Environment,