

MINISTRY OF JUSTICE AND NATIONAL INTEGRATION

Department of Prisons

OPEN COMPETITIVE EXAMINATION FOR THE RECRUITMENT OF JAILOR -CLASS II AND REHABILITATION OFFICER -CLASS II IN THE DEPARTMENT OF PRISONS -SRI LANKA -2025

APPLICATIONS are called from qualified Sri Lankan citizens for the open competitive examination for recruitment to vacant posts of Jailer -Class II (Female/Male) and Rehabilitation Officer Class II (Female/Male) in the Department of Prisons- Sri Lanka.

I. Recruitment through this examination is for the post of Jailer -Class II (Female/Male) and Rehabilitation Officer- Class II (Female/Male) in the Department of Prisons- Sri Lanka.

II. Written Examination:- This examination consists of following 02 question papers:

- (a) Intelligence Test
- (b) Numerical Skills

02. Examination Date and Conducting the Examination:

This examination will be held in November 2025 in major cities throughout the island as shown in Schedule-1. The city in which you wish to sit for the examination should be clearly indicated with the number from among cities mentioned in the attached schedule. No candidate will be permitted to change later the town originally indicated in the application. However, if there are not enough applicants to establish an examination center in a particular city, they will be directed to an examination center that will be established in the city or another nearby city that the applicant has indicated under the second choice in the application. If a sufficient number of candidates do not apply to establish examination centers in all or more of the proposed cities, the Commissioner General of Examinations will arrange the examination only in Colombo.

Schedule - 1

<i>Town and Numbers</i>	
Colombo	01
Kandy	02
Galle	03
Jaffna	04
Batticaloa	05
Kurunegala	06
Anuradhapura	07
Badulla	08
Rathnapura	09

03. Total number of vacancies to be filled is 75. [Jailor -Class II (Male) - 55, and Jailor -Class II (Female) - 07, Rehabilitation Officer-Class II (Male) -10, Class II Rehabilitation Officer (Female) -03]. In the event that number of candidates who have obtained equal marks for the last vacancy or for several vacancies exceeds the number of vacancies, number of vacancies to be filled will be decided by the Public Service Commission in accordance with Section 92 of the Code of Procedural Rules. Date on which the appointment takes effect will be determined by the Commissioner General of Prisons.

04. Conditions of Employment:-

- 4.1 A candidate will be appointed to the post of Jailor- Class II / Rehabilitation Officer- Class II subject to the General Conditions Governing Appointments in the Public Service, the provisions of the Establishments Code and the Financial Regulations, and the Procedural Rules of the Public Service Commission published in the *Extraordinary Gazette* No. 2310/29 and dated 14.12.2022.
- 4.2 This post is permanent and pensionable. You shall be subject to the policy decision to be taken by the government in future regarding the pension scheme entitled to you. Further, you are liable to contribute to the Widows' and Orphans' Pension Scheme/Widowers' and Orphans' Pension Scheme. You are required to pay contribution in such rate as may be determined from time to time by the Government.
- 4.3 This appointment to the Jailor -Class II/ Rehabilitation Officer -Class II is subject to a probationary period of three years. The First Efficiency Bar Examination should have to be passed within 03 years from the date of appointment to the post and the Second Efficiency Bar Examination should have to be passed within 07 years from the date of appointment to the post.
- 4.4 In terms of the Public Administration Circular No.18 /2020 and circulars issued incidental thereto, prescribed Official language proficiency should have to be reached.
- 4.5 The Commissioner General of Prisons reserves the power to cancel any appointment of a selected appointee in such instances where failure by any such appointee to assume duties in his/her post on the scheduled date and/or denial by any such appointee to assume duties in his/her post at the workstation which such appointee will

be directed in the letter of appointment to assume duties. Selected appointees to the post of the Jailor- Class II / Rehabilitation Officer-Class II should agree to engage in the duties during the initial 05 years from the date of their appointment, accommodating in the bachelor's quarters of prisons even far away from area of their permanent residence.

05. Monthly Salary Scale:

In terms of the Public Administration Circular No. 10/2025, salary range Rs. - 3/2025 (Step 1) is applicable to this post, accordingly this post carries the salary scale as follows:

Rs. 55,410-7x670-2x890-25x1190-91630(monthly)

(In terms of the provisions of the Public Administration Circular No. 10/2025 dated 25.03.2025, in that Schedule II thereof, salaries will be paid based on the initial salary step corresponding to Rs. 55,410/-.)

06. Recruitment Qualifications:

(a) (I) Must be a Sri Lankan citizen.

(II) Must be of exemplary character, which will be verified through Police Clearance Reports.

(III) Must be unmarried and have sufficient physical and mental fitness to serve in any part of the island and to perform the duties of the post. (Divorced persons and widows are not eligible to apply)

(IV) Males - Minimum height should be 5 feet 6 inches
Females - Minimum height should be 5 feet 4 inches

(V) Should have a chest measurement of 32 inches deflated. (This does not apply in case of female candidates)

(VI) Every candidate must be physically and mentally fit to serve in any area in Sri Lanka and to perform duties of the position.

(b) Educational Qualifications :

I. Should have passed six (06) subjects in one sitting at the G.C.E.(Ordinary Level) Examination with credit passes in four (04) subjects including Sinhala/Tamil Language, Mathematics and English Language.

And

II. Should have passed all subjects (except the Common General Test) at the G.C.E. (Advanced Level) Examination in one setting. (Under the old syllabus, it is sufficient to pass three (03) subjects in one sitting.)

(c) Age :

- Jailor Class II - should not be less than 18 years and not more than 26 years. (Accordingly, only those whose date of birth falls on or before 19.09.2007 and on or after 19.09.1999 are eligible to apply for this post)
- Rehabilitation Officer Class II - Should not be less than 18 years and not more than 26 years. (Accordingly, only those whose date of birth falls on or before 19.09.2007 and on or after 19.09.1999 are eligible to apply for this post)

(d) Limitations on Eligibility :

- I. No person holding a religious order is allowed to apply or appear.
- II. All qualifications required to apply for this examination must be fulfilled in all respects on or before the closing date for applications.

- III. The qualifications mentioned in 06 (a) above must remain until the appointment to position of Jailor- Class II /Rehabilitation Officer-Class II
- IV. It should also be noted that physical change such as having tattoos on the body and physical disabilities are disqualification.

07. Examination Fees:

The examination fee is Rs. 600/-. Examination fees must be paid only through following payment methods provided by the online system.

- I. Any Bank Credit Card.
- II. Any Bank Debit Card with the Facility of Internet Transactions.
- III. Online Banking Method of Bank of Ceylon.
- IV. Any Branch of the Bank of Ceylon.

Note:

- (a) Instructions on how to make payments using above methods are published under technical instructions related to the examination on the website.
- (b) A short message (SMS) or an e-mail will be sent to inform the receiving of payment. The full amount of examination fee must be paid, and applications with less or more fees will be rejected. The Department of Examinations, Sri Lanka, will not be responsible for any errors that occur while paying examination fees through the above-mentioned payment methods.
- (c) The money paid for the examination will not be refunded or transferred to another examination for any reason.

08. Method of Applying:

- 8.1 The application is published on the website of the Department of Examinations, Sri Lanka, at www.donets.lk under "Online Applications – Recruitment Exams/ E.B. Exams" under "Our Service," and applications can only be submitted online. Online applications will open on **01st September 2025 at 09.00 a.m. and will close on 19th September, 2025 at 09.00 p.m.**
- 8.2 Officers, currently in public/provincial public service should submit a copy of the application to their heads of institutions to be included in their personal file, and at the time of being called for the interview, a copy of the application certified by the head of the institution and a letter confirming service must be produced.
- 8.3 The applicant must bear any adverse situation arising from delaying the submission of the application until the last day.
- 8.4 The online examination application must be completed in English only. The Department will inform whether the soft copy submitted online by the applicant has been accepted as a valid application or not by a short message (SMS) to the mobile number used to access the system or to the e-mail address. Before completing the online application, download the instructions leaflet (Instructions) prepared for applying for the examination. Strictly adhere to those instructions when filling out the application. No amendment made to the printed copy of the application after obtaining it will not be considered a valid amendment. Incomplete applications will be rejected without notification.
- 8.5 The Commissioner General of Examinations will issue examination admission cards only online to applicants who have correctly completed and submitted the application with the relevant receipt after paying the prescribed examination fee on or before the last day for receiving applications, based on the prior conclusion that only those with the qualifications mentioned in the *gazette* notice have applied. As soon as the admission cards are issued, the Department of Examinations, Sri Lanka, will inform by a web notice / a short message to the applicants. If an applicant has not received their admission card 2 or 3 days after the notice is published, they should inquire with

the Institutional Examinations Organization Branch of the Department of Examinations, Sri Lanka, as stated in the notice. When inquiring, it will be more effective for the applicant to send a request letter correctly stating the name of the examination they applied for, their full name, National ID number, and address to the e-mail address mentioned in the notice. When making such an inquiry, it will be useful to keep the printed copy of the completed application ready to confirm any information requested by the Department of Examinations. Check the admission card and, if there are any amendments, contact the Department of Examinations in advance to make the relevant amendments according to the application. Requests for amendments made at the examination hall / interview will not be considered.

- 8.6 The applicant's signature must also be certified on the examination admission card. An applicant applying from a government institution must have their signature certified by the head of the institution or an officer authorized by him, while other applicants must have their signature certified by the Grama Niladhari of the Division, a head of a Government School, a Justice of the Peace, a Commissioner for Oaths, a lawyer, a public notary, or the Viharadhipathi or Nayaka Thero of a Buddhist temple or a person holding a significant position in another religious place or the clergy.

09. Admission to the examination :

- (a). Every candidate should sit the examination only in the examination hall allotted to such candidate. Every candidate should get his/her signature which appears in the admission card duly attested and give same to the head of the Examination hall on the date on which he/ she sits the examination. Under no circumstance should any candidate be permitted to sit the examination without submitting a duly attested admission card. Rules and Regulations bound to be abide by every candidate at the Examination hall are published in the beginning of this *gazette* notification. Candidates are liable to be bound by the rules and regulations imposed by the Commissioner General of Examinations from the commencement of examination to the issuance of results. Any breach by any candidate of such rules and regulations may render such candidate to be subject to any punishment to be imposed by the Commissioner General of Examinations.
- (b). The issuance of an examination admission card to an applicant should not be considered as a recognition that he or she has appeared for the examination or has fulfilled the qualifications for the position.

10. Identity of Candidates.–

Examination candidates must prove their identity to the satisfaction of the supervisor of the hall for every subject they appear for in the examination hall. Any of the following documents will be accepted for this purpose:

- (i) National identity card,
- (ii) Valid Passport,
- (iii) Valid Sri Lankan driving License.

Also, examination candidates must enter the examination hall without covering their face and ears in a way that allows their identity to be confirmed and to ensure that they are not wearing electronic communication devices. Applicants who refuse to prove their identity will not be admitted to the examination hall. Furthermore, from the moment they enter the examination hall until they leave after the examination is over, they must remain without covering their face and ears so that they can be identified by the examination authorities.

11. Penalty for Furnishing False Information.–

In filling the application, utmost care should be exercised to incorporate accurate information. If any candidate is found to be disqualified in terms of the rules and regulations of this examination, his candidature may be canceled at any time even before the examination or at the time where the examination is in progress or after the conclusion of the examination. If it is found that a candidate has furnished any information with knowledge that they are false or if he/she has willfully suppressed any material fact, he/she is liable to be dismissed from the service.

12. Method of Examination and Medium of Language:-

- (a) Examination will be held in Sinhala, Tamil and English medium of languages.
- (b) No candidate will be permitted to change the medium of language at a later stage.

13. Scheme of Recruitment:

(1) Written Examination:

A written examination will be held in two papers consisting of subjects mentioned in item II of paragraph 01 of this advertisement. A minimum of 40% marks must be obtained to pass each subject. Candidates are required to answer all question papers.

Subjects: 1. Intelligence Test
2. Numerical Skills

• Syllabus of the written examination:

- (a) Intelligence test - Duration 01 hour. Total marks 100. A multiple choice questions paper to judge logical interpretation, analytical ability, and measuring the ability to guess events correctly.
- (b) Numerical Skills - Duration 01 hour. Total marks 100. Questionnaire on understanding basic mathematical concepts and their usage.

(2) Physical Fitness Test:-

A physical fitness test or endurance test will be conducted to, in the ratio of 1:3 to the number of vacancies available, only for those candidates who have secured the highest marks in the written examination. Names of candidates will be obtained from the Commissioner General of Examinations in alphabetical order. Date of the interview will be determined by the Commissioner General of Prisons.

Men - 1000 m (1Km) run within 03 minutes and 44 seconds.
Women - 400 m (0.4Km) run within 02 minutes and 05 seconds.

The Fitness Test Board will be appointed by the Commissioner General of Prisons.

(3) Structured Interview :- (Fitness Assessment Interview)

- (I). Structural interview will be conducted to ascertain as to whether candidates have possessed qualifications specified in paragraph 06 of this notice and are in compliance with the fulfillment on requirements. Structural Interview Board is appointed by the Commissioner General of Prisons.
- (II). Marks will be awarded by an interview panel within the maximum marks allocated for the main scoring areas as shown in the table below. Detailed marking scheme is attached is shown below.

<i>Main Headings for which Marks are Awarded</i>	<i>Maximum Score</i>	<i>Minimum Marks to be Considered for Selection</i>
Additional Educational Qualifications	15	not applicable
English Language Proficiency	10	
Computer Literacy	10	
Sports Skills	20	
Leadership and Community Services Activities	20	
Special Talents and Skills	15	
Performance at Interview	10	
Total	100	

- (III). Only applicants who pass the physical fitness test or endurance test will be referred for a fitness assessment interview. Basic qualifications will be checked during the structural interview itself. (Marks obtained by candidates in the written examination will not be called at this time)
- (IV). After marks obtained by each candidate in the structured interview are sent back to the Commissioner General of Examinations, based on the total marks obtained by candidates in the written examination and the aptitude assessment interview, the candidates who scored the highest marks respectively will be recruited for Regulatory Service.
- (V). Results will be sent individually to all candidates or published on www.results.exams.lk as notified by the Commissioner General of Prisons.

Please note: Attendance at interviews will not be considered as completion of the qualifications for appointment.

- ❖ Appointing Authority has the power not to fill any or all vacancies.
- ❖ If there is anything not mentioned here, Commissioner General of Prisons will decide in this regard. All applicants will be bound to comply with the general examination rules stated in this *Gazette*.
- ❖ If there is any discrepancy or inconsistency between the Sinhala, Tamil and English versions of this press release, the Sinhala press release shall prevail.

H.M.N.C. DHANASINGHE,
Commissioner General of Prisons (*Acting*).

Prison Headquarters,
No. 150, Baseline Road,
Colombo 09,
On 22nd August, 2025.

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