

PUBLIC SERVICE COMMISSION

Open Competitive Examination for the Recruitment to the Post of Assistant Superintendent of Prisons of the Department of Prison under the Ministry of Justice and National Integration - 2025

BY the order of the Public Service Commission, applications are invited from male citizens of Sri Lanka who have possessed qualifications specified below to fill 10 posts of Assistant Superintendent of Prisons (Discipline) fallen vacant in the Department of Prisons, on open basis.

The specimen application for examination has been published in the content; "Online Applications – Recruitment Exams/ E.B. Exams" of the web page; "Our Services" on the Website; www.doenets.lk of the Department of Examinations, Sri Lanka and applications could be submitted only *via* Online. Acceptance of applications *via* online will be open **at 9.00 a.m. on 07th October, 2025** and closed **at 9:00 p.m. on 06th November, 2025**. The examination is scheduled to be conducted in January, 2026 at Colombo.

Every Officer presently serving in the Public/Provincial Public Service is required to hand over the duplicate of the application to the Head of the Department to annex same in the personal file of record and a copy of the duplicate certified by the Head of the Department together with a service certificate is required to be surrendered at the time of the interview.

The specimen application for examination required to be submitted should be filled only in the English Language. Receipt/not acceptance of any application by the Department will be acknowledged by way of SMS to the mobile phone number used to access the system or to the Email address. You are required to download the Instructions given for examination prior to complete the application for examination. Care needs to be exercised to adhere to the instructions thoroughly in completing the application. Incomplete applications are rejected without assigned any notice.

The applicant who delay their applications until the last day will do so at their own risk.

1. Method of Recruitment:

- i) Applicants who have possessed the prescribed qualifications as indicated in this notice will be selected as per the order of merit based on the total marks secured both at the written examination and the structured interview. Applicants who will secure the highest marks at the written examination will be

called for the structured interview at a rate of not less than thrice the number of vacancies.

- ii) Marks will be awarded at the structured interview on the basis of the marking scheme specified in paragraph (8).
- iii) The number of appointments and the date on which such appointments take effect will be decided by the Public Service Commission.

2. Terms of Engagement:

- i) This post is permanent. It is pensionable. You are subject to policy decisions which may be made by the Government from time to time regarding the pension scheme entitled to you.
- ii) Selected applicants to this post will be on probation for a period of three (3) years during which the First Efficiency Bar is required to be passed.
- iii) Selected applicants are required to serve in any Prison throughout the island in which they are called upon to serve and it is expedient to them for taking accommodation in official quarters in case of such facilities are made available in the designated Prison.
- iv) Proficiency in the alternative official language (s) should be acquired as per the provisions laid down in Public Administration Circular No. 18/2020 dated 16.10.2020.
- v) This appointment will be subject to the provisions specified in Procedural Rules of the Public Service Commission, the Establishments Code of the Democratic Socialist Republic of Sri Lanka, Finance Regulations of the Government and the Recruitment Procedure for the post of Assistant Superintendent of Prisons of the Department of Prisons and any such other and further conditions embodied in the amendments that have been made thereto.

3. Salary Scale:

This post carries a salary scale of SL-1-2025 *i.e.* Rs.82, 150-10X2, 400-8X2, 940 - 17X3,900 - Rs.195,970/- (per month) as per Public Administration Circular No. 10/2025.

4. Eligibility :

(a) Educational Qualification:

- Should have obtained a first Degree from a university recognized by the University Grants

Commission or an institution recognized by the University Grants Commission as a degree awarding academy.

OR

- Should have enrolled as an Attorney-at-Law of the Supreme Court.
- Should have possessed a credit pass for English Language at the G.C.E. (O./L.) Examination.

(b) Physical Fitness:

- (i) Minimum height should be 5 feet 6 inches.
- (ii) Chest should be 32 inches without breath in.
- (iii) Should be in sound physical health.

(c) Age Limit:

Should be not less than 18 years and not more than 45 years of age as at the closing date of applications. (The maximum age limit does not apply to those who are currently Public Service/Provincial Public Service etc.)

(d) Physical Qualification:

- (i) Every applicant should be physically and mentally fit to serve in any part of the island and to carry out the duties entrusted with the post.
- (ii) A comprehensive assessment of physical and mental fitness is carried out to evaluate resilience, overall physical and mental fitness, vision and hearing capabilities. It is essential that there are no natural or artificial alterations to the physical appearance. (Illustration; tattoos.)

5. Other Qualifications:

- (i) Applicants should be citizens of Sri Lanka.
- (ii) Applicants should have exemplary character and demonstrate good moral integrity which will cause to be verified through a Police Clearance Report.
- (iii) Any form of conviction by a court of law for commission of an offense of immoral character or

misconduct will result in complete disqualification for the this post.

- (iv) In case of applicants who are Public Officers should not be subject any disciplinary punishment in accordance with the provisions of the Public Administration Circular No. 01/2020.
- (v) Every applicants should have fulfilled all qualifications in every respect as at the closing date of applications, i.e. **06th November, 2025**.
- (vi) No clergy affiliated to a religious order shall be allowed to submit an application or to sit at the Written Examination.

6. The originals of any one or all of the following documents should be submitted by the applicant as and when it is directed to do so. Applications of candidates who fail to submit documents during the interview will not be considered.

- (a) Register of Births (*N.B.*- Baptismal Birth Certificates issued for the purposes of the Code of Conduct for Secondary Education will not be accepted.)
- (b) Original copies of highest educational certificates.
- (c) 02 Character Certificates.
- (d) Certificate of vocational and/or technical qualification.
- (e) Certificate of Highest Examination passed in English Language
- (f) An identification certificate proving the identity of the applicant.

7. Examination procedure:

7.1 Written Examination:

7.1.1 This Examination will be conducted by the Commissioner General of Examinations.

7.1.2 Details of the Examination:

A written Examination is designed with two (02) question papers consisting of the following subjects. The subjects and the minimum pass marks for each subject are tabulated below. It is compulsory for candidates to answer all question papers.

<i>Serial Number</i>	<i>Subjects</i>	<i>Duration</i>	<i>Total Marks</i>	<i>Pass Mark</i>
01	Intelligence Test & General Knowledge	45 Minutes	50	40%
	Part I - Intelligence Test			
	Intelligence Test & General Knowledge	45 Minutes	50	40%
	Part II - General Knowledge (To test knowledge of local and international affairs)			
02	Case Study (To test knowledge of Management)	02 hours	100	40%

7.1.3 Syllabus of the Examination:

<i>Title of the Question Paper</i>	<i>Syllabus</i>
01.Intelligence Test & General Knowledge Part I - Intelligence Test	This is a multiple-choice question paper containing questions to test general intelligence mainly designed to assess the candidate's logical reasoning, analytical thinking skills and decision-making capabilities.
01.Intelligence Test & General Knowledge Part II - General Knowledge (To test knowledge of local and international affairs)	This is a multiple-choice question paper containing questions to test the candidate's general knowledge predominantly featuring general awareness aiming at assessing knowledge in areas such as information technology, political, social, cultural, and economic contexts prevalent in Sri Lanka including the environment which the candidate experiences including contemporary issues of both local and global significance, along with advancements in science and industrial development.
02.Case Study (To test knowledge of Management)	This question paper contains questions relating to four case studies focused on personnel management, organizational management, welfare activities, agricultural practices, rehabilitation efforts, and small-scale industrial production etc.

7.1.4 Issuance of Results:

As notified by the Public Service Commission, the results will be communicated personally to all candidates who sat for the examination or published on the website www.results.exams.gov.lk

8. Structured Interview:

An Interview Board designated by the Public Service Commission will conduct the Structured Interview in compliance with the marking scheme as enumerated below. The maximum mark awarded at the Structured Interview will be 100 marks.

<i>Serial No.</i>	<i>Criteria to which marks will be awarded at the Structured Interview</i>	<i>Marks</i>	<i>Maximum mark</i>
01	Additional Educational Qualifications		20
	I. I. For a Postgraduate Degree awarded by a University recognized by the University Grants Commission.	20	
	II. II. For a Postgraduate Diploma Course or higher qualification awarded by a University or any other government institution recognized by the University Grants Commission.	15	

<i>Serial No.</i>	<i>Criteria to which marks will be awarded at the Structured Interview</i>	<i>Marks</i>	<i>Maximum mark</i>
	III. For a Diploma Course with a duration of one year or more awarded by a University or any other government institution recognized by the University Grants Commission. IV. For a Diploma/Certificate Course awarded by a University or any other government institution recognized by the University Grants Commission. V. For a Special Degree For a General Degree with First Class Pass For a General Degree with Second Class (Upper Division) Pass For a General Degree with Second Class (Lower Division) Pass awarded by a University or any other government institution recognized by the University Grants Commission. <i>(Marks will be awarded only for the highest qualification.)</i>	10 06 12 10 08 06	
02	Language Proficiency A) English language (i) For a Diploma from a University recognized by the University Grants Commission or SLQF 3 or a Diploma Course above SLQF 3 from an institution or a Diploma Course not less than one year or 1,500 study hours from a Government Training Institute/Government recognized institution. (ii) For a Diploma Course of not less than 06 months or 720 study hours offered by a recognized government institution. (iii) For at least a Very Good Pass for English Language in the General Certificate of Education (Advanced Level) Examination (local or London) or an IELTS band 6.5 or above for English Language, TOEFL-IBT 79 or above, TOEFL-CBT 213 or above or TOEFL-PBT 550 or above. (iv) For an Advanced Certificate from a University recognized by the University Grants Commission or SLQF Level 2 Certificate from a recognized institution. (v) For any other Certificate obtained from a recognized government institution. B) Other official languages (Sinhala/Tamil) (i) For a diploma course of not less than 06 months or 720 study hours offered by a University or a government institution recognized by the University Grants Commission. (ii) For a Certificate not less than 03 months or 360 study hours from a recognized government institution	05 04 04 02 01 05 04	10

Serial No.	Criteria to which marks will be awarded at the Structured Interview	Marks	Maximum mark
	(iii) For having possessed Grade for the Sinhala Language and Tamil Language as the first language at the General Certificates of Education (Ordinary Level) Examination. (Local or London) (Marks will be given for lower Grade out of the Grades obtained in respect of 02 Languages.) Distinction 05 Very Good Pass 04 Credit Pass 03 Ordinary Pass 02 (iv) For having possessed Grade for the Sinhala Language and Tamil Language as the second language at the General Certificates of Education (Ordinary Level) Examination. (Local or London) (Marks will be given for the second language other than the first languages.) Distinction 03 Very Good Pass/Credit Pass 02 Ordinary Pass 01 <i>(Under Language Proficiency, marks will be given only for the highest qualification in A and B.)</i>		
03	Literacy of the Information Technology (i) For Diploma Course in Information and Communication Technology or higher qualification obtained from a University recognized by the University Grants Commission or any other Government recognized professional institution. 10 (ii) For a Diploma in Computer Science or Information Technology from a University recognized by the University Grants Commission or NVQ Level 5 or a Diploma equivalent to or above NVQ Level 5 in Computer Science or Information Technology from any other institution. 06 (iii) For Certificates obtained after following courses/attending training programs in the field of information and communication in a University recognized by the University Grants Commission or any other Government recognized professional institution. (Maximum two certificates will be given marks of 02 marks per certificate.) 04 <i>(Marks are awarded for highest qualification only.)</i>		10
04	Sports I. Representing Sri Lanka in International Sports Competitions. 10 II. All-Island Level Achievements 08 III. Provincial Level Achievements 05 IV. District Level Achievements 03 V. Divisional Level Achievements 02 VI. Inter-University Achievements 02 VII. School Level Achievements 02 <i>(Marks are awarded only for maximum in one sport.)</i>		20

<i>Serial No.</i>	<i>Criteria to which marks will be awarded at the Structured Interview</i>	<i>Marks</i>	<i>Maximum mark</i>
05	Leadership and Community Service Activities Cadet Sergeant or above President's Scout School Head Prefect Leader of the Band Member of the Cadet Team Member of the Scouting Team School Prefect Member of the Band Chief Sports Captain Dhamma School Prefect Member of Saukyadana / St. Ambulance Services / Red Cross First Aid Member of Youth Corps Qualifying Dhamma School Final Exam Any other special qualifications to be considered by the Interview Board (Interview Board should make notes in respect of such any other special qualifications.)	06 06 06 06 06 03 03 03 03 03 03 03 03 03	20
06	Special Talents and Skills (Only other talents and skills not covered in paragraph 04 and 05 above of this chart will be considered.) All-island Level Achievements Provincial Level Achievements District Level Achievements Other Achievements <i>(Marks are awarded only one item of its maximum.)</i>	06 05 04 03	10
07	Skills demonstrated at the interview. I. Leadership and communication skills II. Logical thinking III. Attitudes towards professional ethics	05 02 03	10
Sub total			100

Note: For a certain qualification, marks will be awarded under one head only. Along with the certificates submitted in proof of qualification, relevant documents to prove its duration/ SLQF Level/ NVQ Level should also be submitted.

9. Conditions of the Examination

- I. The Examination will be conducted in the medium of Sinhala, Tamil and English Languages. Candidates can sit at the Examination in any one of the Languages of their preference. Candidates are required to answer all question papers of this Examination only in one Language. Any candidate will not be allowed to alter the medium of Language of the Examination initially specified in their specimen application. It is mandatory for every candidate to answer all question papers.
- II. The Examination fee is Rs.1,200/-. Payments of the Examination fee should be made exclusively using the fee payment methods as provided *via* the online system as indicated below.

- (i.) Any Bank Credit Card
- (ii.) Any Bank Debit Card having the Facility of Internet Transactions)
- (iii.) Online Banking Method of Bank of Ceylon
- (iv.) Any Branch of the Bank of Ceylon

Note:

- (a) Payment procedures under the aforementioned methods can be found on the website content dedicated to technical instructions pertaining to the Examination.
- (b) Receipt of payment will be notified *via* SMS or an email. The Examination fee should be made in full and such applications reflecting either underpayment or overpayment of the Examination will be rejected. Any fault arisen in the payment of the Examination fee *via* the aforementioned methods shall not be borne by the Department of Examinations, Sri Lanka.
- (c) The Examination fee is non-refundable and cannot be applied to any such other and further Examination whatsoever under any circumstances.

III. All candidates are required to strictly adhere to the rules and regulations imposed by the Commissioner General of Examinations in conducting of Examination and issuing of results. Any breach of these rules and regulations may result in penalties being imposed by the Commissioner General of Examinations.

Note: No entry to the Examination Hall will be permitted without carrying the Admission Card having the signature of the candidate duly get attested and it should be surrendered to Chief the Invigilator present at the Examination Hall.

IV The Commissioner General of Examinations will issue Admission Cards online exclusively to the candidates on such assumption that they have possessed required qualifications and attained the age limit as outlined in the Gazette Notification and have submitted properly completed applications on or before closing date of applications along with the Receipt affixed in proof of the payment of the prescribed Examination fee. Once the Admission Cards will be issued, the Department of Examinations, Sri Lanka will notify of the same *via* a web announcement / SMS to the candidates. If any candidate not received Admission Card, should, as stated in the announcement, contact the Institutional

Examination Organization Branch of the Department of Examinations, Sri Lanka for assistance. When conducting such inquiries, it would be more efficient for the candidate to submit a request letter to the provided email address, clearly stating the name of the examination for which they have applied, along with the candidates' full name, National Identity Card number, and accurate address. Hence, your care should be exercised to retain a printed copy of the completed application to verify any information which may be requested by the Department of Examinations in such instance. If any changes are necessary after reviewing the Admission Card, the Department of Examinations must be contacted promptly, and the appropriate modifications should be made according to the application. Requests for changes submitted during the Examination Hall or interview will not be accepted.

V. The date of the Examination will be notified later. The Commissioner General of Examinations reserves the authority to postpone or cancel the Examination, subject however to approval of the Public Service Commission.

VI. Establishment of Identity of the Candidate: Candidates are required to establish their identity to the satisfaction of the Chief Invigilator for each subject in which they sit at the examination hall. Any one of the following documents will be accepted as adequate to establish the identity.

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

Further, candidates should enter the examination hall without face masks and ear coverings so that it can be verified their identity and that they are not wearing electronic communication devices. Candidates who are not furnishing proof of their identity will be denied entry to the examination hall. Additionally, candidates must, once they enter the examination hall, keep their face and ears uncovered from the commencement of the examination until they exit after conclusion of the examination.

Candidates are required to have their signatures attested by a Head of a Government School, a Grama Niladhari of the Division, a Justice of the Peace, a Commissioner of Oaths, an Attorney-at-Law or a Notary Public, or the Chief Incumbent or

Chief Venerable Thero of a Buddhist Temple, or an individual holding a prominent role in the clergy in charge of a place of worship of another religion.

10. Providing False Information:

If a candidate is found to be ineligible, his candidature may be revoked at any point whether prior to, during, or following the examination. A candidate who is found to have intentionally provided false information or deliberately withheld accurate particulars will be liable to disqualification before appointment and to dismissal from service at any stage if the inaccuracy is detected after appointment.

- 11.** In the event of any inconsistency between the Sinhala, the Tamil and the English texts of this notification, the Sinhala text shall prevail.

By the order of the Public Service Commission,

Secretary,
Ministry of Justice and National
Integration.

29th September, 2025.

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