

Post - Vacant

DEPARTMENT OF LABOUR

CALLING APPLICATIONS FOR POSTS IN THE PRIMARY SEMI-SKILLED SERVICE CATEGORY- 2025

RECRUITMENTS will be made on open basis for the following posts in the primary semi-skilled service category which remain vacant at 31.12.2024 in the Department of Labour, in accordance with the provisions in the scheme of recruitment approved by the Public Service Commission. Applications are called from the Sri Lankan citizens who have completed the qualifications stated in the para. 03 below as at the closing date of applications, *i.e.* **19.12.2025**.

01. 1.1 The posts to be recruited and the number of vacancies

<i>Serial No.</i>	<i>Designation</i>	<i>Number of vacancies</i>
01	Electrician	01
02	Plumber	01
03	Circuit bungalow care-taker	02

1.2 The nature of the duty of the posts :

<i>No.</i>	<i>Designation</i>	<i>Tasks</i>
01	Electrician	- Repair work of electrical lights, electrical fans and other office electrical equipment. - Maintenance and repair work of electric motors. - Electrical systems modernization, laying of electrical wires and related wiring activities. - Installation and wiring of Air conditioners - Installation of telephones. - Repair work of electrical circuits. - Other tasks assigned by the Head of the Department in relation to the post.
02	Plumber	- Maintenance of Plumbing system and Sewage disposal system of the Head office of the Department of Labour and District Offices. - New plumbing connection works. - Repair work of sanitary and other equipment. - Other tasks assigned by the head of the Department in relation to the post.
03	Circuit bungalow care-taker	- Keeping clean, tidy and maintenance of the circuit bungalow and the premises, which is under the control of the Department of Labour and under one's custody. - Providing necessary facilities for visiting guests and using goods, equipment and other assets belonging to the circuit bungalow carefully. - Holding the responsibility of the protection of the goods and equipment belonging to the Circuit bungalow. - Preparing necessary foods for visiting guests/ providing them with the facilities needed to prepare foods. - Other tasks assigned by the Head of the Department in relation to the post.

02. Method of recruitment

Applicants who meet the basic qualifications will be called for a Professional test. Having called for applicants who pass the Professional test for a structured interview, recruitments to the posts will be made based on the merit order of the marks of the professional test and the structured interview, and the number of vacancies exists.

03. Qualifications

3.1. Educational qualifications – Having passed the General Certificate of Education Ordinary Level (GCE/ OL) Examination in not more than two sittings, in six subjects with at least two credit passes.

3.2. Professional qualifications

<i>Designation</i>	<i>Professional qualifications</i>
Electrician	- Having completed a course in the field of electrical works with not less than National vocational qualifications (NVQ) level 2 or 3.
Plumber	- Having completed a course in the field of plumbing with not less than National vocational qualifications (NVQ) level 2 or 3.
Circuit bungalow care-taker	- Having completed a course on the circuit bungalow housekeeping Rest house housekeeping or Garden maintenance or Cookery with not less than National vocational qualifications (NVQ) level 2 or 3.

3.3. Experience – Should have a one-year experience in the relevant field and it should be proved by the certificates.

3.4. Physical Fitness – Every applicant should be physically and mentally fit to serve in any part of Sri Lanka and perform duties of the post.

3.5. Other qualifications

- I. Should be a citizen of Sri Lanka.
- II. Should possess an excellent moral character.
- III. Should have completed all the qualifications required to be recruited to the post, as at the date mentioned in the application calling notification.

3.6. Age – The minimum age should not be less than 18 years and the maximum age should not be more than 45 years as at the closing date of applications.

(Maximum age limit shall not be applicable for those who hold a permanent post in the Government service)

04. Salary scale

As per Public Administration Circular No. 10/2025, the salary scale applicable to for this post is PL - 2 - 2025 Rs. 41,800 - 10 × 490 - 10 × 540 - 10 × 590- 12 × 630 - Rs. 65,560 (Monthly).

05. Conditions of Employment

5.1. This post is permanent and pensionable. You should be subject to a policy decision to be taken by the Government, in the future, on the pension scheme to which you are entitled. Further, contributions should be made to Widow/ Widower and orphans' pension scheme. You should pay contributions as may be prescribed by the government from time to time.

5.2. This post shall be subject to a probation period of three (03) years.

- 5.3. 1st Efficiency Bar Examination should be passed within three (03) years of appointment to Grade III.
- 5.4. Provisions in the Public Administration circular No. 18/2020 dated 16.10.2020 and the circulars incidental thereto shall be applicable in respect of acquiring the official languages proficiency.
- 5.5. This appointment shall be subject to the General conditions governing the appointments in the government service, the procedural rules of the Public Service Commission, Financial regulations, provisions of the Establishment Code and the amendments to be made thereto, other Departmental orders, terms and conditions in the Scheme of Recruitment approved by the Public Service Commission on 18.04.2013 and the amendments to be made thereto hereafter.

06. 6.1. Professional test

<i>Syllabus</i>	<i>Maximum marks</i>	<i>Pass marks</i>
Electrician - Standard capacity value of the electrical wires. - Determination of standard measurements when connecting electrical circuits. - Connection of electrical bulbs, fans to the electrical circuit, connecting them to the main switch and to the relevant equipment and thereafter determination of its capacity. - Determination of the capacity of the electrical wires according to the capacity of the sockets. - Determination of the capacity of electrical wires according to the capacity of the Air conditioners and preparing the connection. - The manner of finding faults in the electrical system and the manner of removing them. - The method of connecting earth wires in the electrical system, the manner of checking when a fault occurs and the manner of removing faults.	100	40%
Plumber - Preparing T or L joints. - Preparing valve joints. - Installation of faucets. - Obtaining the list of materials and items required in relation to each work.		
Circuit bungalow caretaker - Arranging a bedroom. - Setting a dining table. - Receiving guests politely.		

6.2. Structured interview

<i>Headings under which marks are given</i>	<i>Maximum marks</i>	<i>Pass mark</i>
Additional educational qualifications	25	Not relevant
Additional professional qualifications	30	
Additional Experience	40	
Performance at the Interview	05	
Total	100	

07. Examination fee

The Examination fee is Rs.250/- and it should be credited to the Account No. 086100169026274 in the Peoples Bank - Thimbirigasyaya branch and the receipt issued for the same should be pasted on the application firmly. (It will be useful for the applicant to keep a photocopy of the receipt)

Note: Unless the examination is cancelled, the examination fee once paid will not be refunded under any circumstances. The examination fee paid for this examination cannot be transferred to another examination.

08. Method of application

8.1. Using both sides of A 4 size paper (22c.m×29c.m), the specimen application indicated at the end of this notification,

- (a) Should be prepared in the manner of item Nos.1-6 appearing on the first page, 07-10 appearing on the second page, 11-14 appearing on the third page and the remaining numbers appearing on the other page. The relevant information should be filled clearly in the applicant's own handwriting.
- (b) When preparing the application, the name of the Test mentioned on the top should be written in English in addition to Sinhala/ Tamil in Sinhala/ Tamil medium applications respectively. The application forms which do not conform to the specimen application form, not paid examination fee as at the due date and the incomplete applications will be rejected without any notice. The loss, incurred by not being able to duly complete the application form should be borne by the applicants themselves. It will be useful to keep a photocopy of the application with the applicant. The applicants should check whether the completed application form is in conformity with the specimen application form and if it is not in conformity, the application form will be rejected.

8.2. Method of forwarding application form

According to the post you applied for, it should be mentioned **“calling application for the post of in the Primary semi-skilled service category - 2025”** at the top left-hand corner of the envelop enclosing the application form. (Please write the post applying for in the blank space). No responsibility will be taken for the applications misplaced in the post or received late. Duly filled application forms should be forwarded under registered post to reach the below address on or before 19.12.2025.

Commissioner of Labour (Administration)
Department of Labour,
8th Floor
“Mehewara Piyesa” Building,
Colombo 05.

- 8.3. The signature of the applicant in the application should be get certified by a principal of a Government school, a Justice of the peace, a Commissioner for oath, an Attorney-at-Law, a Notary Public, a Commissioned officer in the armed force, a Permanent staff Grade officer in the Public or Provincial Public service or Chief Incumbent of a Buddhist Temple or a Priest or a member of the clergy taking charge of a place of religious worship holding a recognized and reputable position.

09. Punishment for furnishing false information

The application form should be completed, providing accurate information. According to the rules of this Test if any candidate is found to be unqualified his candidature is liable to be cancelled prior to the Test or while holding the Test or subsequent to the Test or at any time thereafter. If it is revealed after being appointed to the post that false information has furnished or has concealed accurate information, he/she shall be liable to be dismissed from the public service.

10. Identity of the candidate

Candidates should prove their identity at the time of holding the professional test/ interview. Any one of the following

documents will be accepted for that purpose:-

- i. National Identity card;
- ii. Valid passport;
- iii. Valid Sri Lankan Driving License.

11. The Commissioner General of Labour will make the final decision on conducting this Test, granting appointments and all the other matters.
12. In the event of any inconsistency between the Sinhala, Tamil and English versions of this notice, the Sinhala version shall prevail.

Commissioner General of Labour,
11th November, 2025.