



PARLIAMENT OF SRI LANKA

Vacancies

Applications are invited from citizens of Sri Lanka who are physically sound and of excellent moral character for the post of **Assistant Serjeant-at-Arms** on the Staff of the Secretary General of Parliament.

Applications prepared in accordance with the specimen given below should be sent under registered cover along with the copies of certificates of educational, higher educational qualifications and experience, to reach the "**Secretary-General of Parliament, Parliament of Sri Lanka, Sri Jayewardenepura Kotte**" on or before **December 22, 2023**. The post applied for should be indicated on the top left hand corner of the envelope. (This notice is available on the website: www.parliament.lk)

1. Salary Scale:-

According to the Schedule I of the Management Services Circular 06/2016 dated 07.11.2016, the monthly salary scale specified for this post is Rs. 58,295 – 3 x 1,335 / 8 x 1,630 / 2 x 2,170 – 79,680/- (The minimum initial gross monthly remuneration together with all the allowances will be approximately Rs. 128,000/-)

2. Age Limit:-

Should be not less than 22 years and not more than 40 years of age by the closing date for applications.

3. Educational Qualifications:-

A degree offered by a University or any other institution recognized by the University Grants Commission (UGC).

4. Details of the Service:-

Every applicant should possess a commendable service of not less than eight years as an Officer in one of the Armed Forces (Regular) or in the Sri Lanka Police Service and holding a rank of not less than Captain in the Army /Lieutenant in the Sri Lanka Navy/ Flight Lieutenant in the Sri Lanka Air Force /Assistant Superintendent of Police /equivalent rank.

5. Method of Recruitment:-

On the merit of the written test and/or an interview.

6. Terms and Conditions of Service

(i) This post is permanent. Pension entitlement pertaining to this post will be determined according to policy decisions taken by the Government in future. Appointment will be made initially subject to a three-year (03) probation period. If a person who has been confirmed in a permanent post in the Public/ Provincial Public service is selected, he / she will be appointed subject to an acting period of one year.

(ii) Selected candidate will be subject to the Financial and Departmental Regulations applicable to the staff of the Secretary General of Parliament.

- (iii) Selected candidate should contribute to the Widows' and Orphans'/Widowers' and Orphans' Pension Fund from his/her salary with a percentage specified by the Government.
 - (iv) Selected candidate will be subject to a medical examination.
 - (v) A Security Clearance Report with respect to the selected candidate will be obtained prior to his / her appointment.
7. Applicants should attach copies (NOT ORIGINALS) of the following certificates to their applications. Originals of the certificates should be produced when called upon to do so.
 - (a) Birth Certificate
 - (b) Certificates of Educational Qualifications
 - (c) Certificates of the Details of the Service
 8. Applicants should send their applications through relevant Heads of the Armed Forces or Police Service.
 9. Canvassing in any form will be a disqualification.
 10. Any information in the application found to be incorrect disclosed before selection will render the applicant liable for disqualification, and to dismissal, if discovered after appointment.
 11. Applications received after the closing date or sent without copies of the relevant certificates or not sent through the relevant Heads of the Armed Forces or Police Service or applications not prepared in accordance with the specimen will be rejected.

Secretary General of Parliament

Parliament of Sri Lanka,
Sri Jayewardenepura Kotte.
December 05, 2023



PARLIAMENT OF SRI LANKA
Specimen Application Form

Post of Assistant Serjeant-at-Arms

01. (a) Name with initials (in Sinhala/Tamil):.....

- (b) Names denoted by initials (in Sinhala/Tamil):

- (c) Full Name (in block Capitals):

02. National Identity Card Number

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03. (a) Private Address:

- Telephone No:

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- (b) Official Address:

- Telephone No

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- (c) Please indicate the address to which the admission should be posted.
 Private Office
04. (a) Date of birth:
 (A copy of the birth certificate should be attached)
- (b) Age as at closing date for applications: Years: Months: Days: ...
05. Civil Status: (Married/Unmarried)
06. Gender: (Male/Female)
07. State whether a citizen of Sri Lanka: (Yes/No)

08. Educational Qualifications:
(Copies of the certificates should be attached)

G.C.E. (O/L) Year-.....

Subject	Pass	Year

G.C.E. (A/L) Year-.....

Subject	Pass	Year

09. Higher Educational Qualifications:
(Copies of the certificates should be attached)

Unviersity-.....
Degree -.....
Year -.....

10. Details of the Service:
(Copies of the certificates should be attached)

Institution	Position	Service Period

11. Details of Present Employment:
- (a) Name and Address of the Institution:
 - (b) Date of First Appointment:
 - (c) Present Post:
 - (d) Monthly basic salary:
 - (e) Allowances:
 - (f) Gross Salary:

12. Have you been convicted for a criminal offence by a Court of Law? (Yes / No)
If yes, give details:
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13. Have you served under the Government before? (Yes / No)
If yes, give details:

I do hereby certify that all the particulars furnished by me in this application are true and correct. I am also aware that, I am liable to be disqualified for this post if any particulars contained herein are found to be false or incorrect before selection, or to be dismissed without any compensation if such detection is made after appointment.

Date:

.....
Signature of the Applicant

Certification of Head of Department/Institution

Secretary - General of Parliament,

I recommend and forward the application of Mr / Mrs /Miss holding the post of in this Institution. I certify that he/she has been/has not been confirmed in this post and his/her work and conduct are satisfactory and that he/she has not been subjected to any disciplinary action or there is no intention to make such inquiry. He/she can be released from the service if selected for this post. (Please strike through the irrelevant words.)

Date:

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Signature of Head of Department/Institution
(Official Stamp)