



**Ministry of National Heritage
Department of National Museums
Graduate Vacancies**

Applications are hereby invited from eligible and suitably qualified Sri Lankan applicants for the following posts lying vacant at this Department.

02. Qualifications :-

Conservation Officer

Should have obtained a degree with Chemistry from a University recognized by the University Grants Commission.

Educational Promotion Officer (Sinhala)

Should have obtained a degree in Sinhalese medium from a University recognized by the University Grants Commission inclusive of at least one subject out of the subjects of Sinhalese or History or Archaeology or Zoology or Botany or Sociology.

Educational Promotion Officer (Tamil)

Should have obtained a degree in the Tamil Medium from a University recognized by the University Grants Commission, inclusive of at least one subject out of Tamil or History or Archaeology or Zoology or Botany or Sociology.

Note : On occasions where there are insufficient No. of applicants with the above qualifications for the post, those applicants who have fulfilled the required qualifications for the post of Educational Promotion Officer in English or Sinhalese medium, and having passed the G.C.E. (Advanced Level) or G.C.E. (Ordinary Level) Examinations, will be selected to this post.

Educational Promotion Officer (English)

Should have obtained a degree from a university recognized by the University Grants Commission in the English medium with at least one subject out of the subjects of English or History or Archaeology or Zoology or Botany or Sociology.

Research Assistant

Should have obtained a degree from a university recognized by the University Grants Commission inclusive of one subject out of the subjects of Botany or Zoology or Biology.

03. Other Qualifications :

- (a) Applicants should be citizens of Sri Lanka
- (b) Should be of good moral character and of sound physique and health
- (c) Should be not less than 18 years of age and not more than 35 years of age as at the closing date of applications. (This upper age limit not be applicable to those candidates who are already in Public Service/Provincial Public Service)
- (d) Each and every candidate should have met (fulfilled) all the required qualifications for the posts they apply for before the closing date of applications.

04. Salary Scale : MN4 - 2006(A) - Rs. 15,215 - 10x215 - 4x240 - 7x220 - 15x260 - 25,985

(Recruitments will be made for the above posts only on the starting point of the Grade III of this salary scale)

05. Terms and Conditions of Employment/Service :

This post is permanent and will be subject to a three (3) years probation period. All those who are recruited should contribute to the Widows, Orphans/Widowers and Orphan's Fund, out of their salary.

06. Mode of Recruitment :

Suitably qualified applicants will be subjected to a structural interview and those who obtain the highest marks on the priority list will be recruited for posts vacant.

07. How to apply :

- (a) Duly perfected applications, according to the specimen given below, should be sent under registered cover, addressed to the Director, Department of National Museums, P.O. Box 854, Sir Marcus Fernando Mawatha, Colombo 07, to receive on or before 17.02.2012. The applications sent after the stipulated closing date will be rejected.
- (b) Top left-hand corner of the applications should be clearly marked as "Recruitment of Graduates for the post of"
- (c) If and when applying for more than one post, separate applications should be sent for each post.

08. Certification of / attesting of the applications

Signature of the applicant / candidate should be duly attested by a member of Clergy in-charge of a place of religious worship / Justice of the Peace / Principal of a Government School, or Officer of Public Service in a salary scale of a commencement salary point not less than Rs. 240,360/- per annum (annually). Those applicants who are employed in Government / Public Service Institution, should get their applications certified by the relevant Head of the Department / Institution.

09. Other Matters :

Applications which are incomplete in any aspect will be rejected. Applications will not be acknowledged. The decision of the Director of National Museums is deemed final with regard to the matters not covered by this notice and of the matters pertaining to recruitments.

**Director,
Department of National Museums,
P.O. Box 854, Sir Marcus Fernando Mawatha,
Colombo 07.**

Specimen Application

Department of National Museums

Application for the post of

For office use only

- 01. Name :
1.1 Name with initials :
I. In Sinhala/Tamil :
II. In English (IN BLOCK LETTERS) :
- 1.2 Names Denoted by the Initials :
I. In Sinhala/Tamil :
II. In English (IN BLOCK LETTERS) :
- 02. Address :
I. Personal Address :
II. District :
III. Official Address (if employed) :
- 03. Telephone No. Private : Official :
- 04. Date of Birth :
Age as at 17.02.2012 Years : Months : Days :

06. National Identity Card No.

06. Sex :

07. Civil Status :

08. Ethnicity :

09. Citizenship : By Generation : By Registration :

10. Educational Qualifications :

I. G.C.E. (Advanced Level) Examination

Index No.:	Year :	Medium :
Subject passed		Grade
(1)
(2)
(3)
(4)

II Details pertaining to the degrees obtained :

Name of the Degree	Subjects Studied	Class Obtained	Year	Language Medium	University

11. Professional Qualifications

Course	Institution	Subjects	Results

N.B. : Copies of all certificates should be annexed.

12. I hereby certify that all the particulars furnished by me above in this application are true and accurate / correct as to my knowledge and I am aware that if this information is found to be false or incorrect, prior to the selection, I would be declared unqualified for the relevant post, and if it was found to be false and incorrect after the appointment was made, my appointment will be subject to be cancelled.

Date Signature of the applicant

13. Attestation of the signature

I hereby certify that this applicant Mr./Ms./Miss is personally known to me and he/she placed his/her signature in my presence.

Date Signature of the Attestor

Name of the Attestor :

Post/Designation :

Address :

Official Frank/Seal :

14. If an employee of Public Service / Provincial Public Service, Certification of the Head of the Department

Mr./Ms./Miss is an employee of this Ministry / Department as a permanent / temporary / casual worker / employee, and he/she could be/could not be released from the service, if selected for the post.

Date Head of Dept./Authorized Officer