

**Post of Director (Development) of Grade I of Sri Lanka Administrative Service in  
the Division of Agriculture of Ministry of Agriculture**

Applications are called from suitably qualified officers of Grade 1 of Sri Lanka Administrative Service (including those eligible to be promoted to Grade I as at the closing date of application) to be appointed to the above post. Number of vacancies is 01.

In the absence of applicants of Grade I of the service, officers of Grade II of the Service with active and satisfactory service of 03 years will be considered for appointment to attending to duties on full - time basis in the post.

Attending to duties appointments will be done for a maximum period of one year with the possibility of further extensions afterwards subject to provisions of Public Commission Procedural Rule 141.

Applicants must forward their duly filled curriculum vitae *in the format attached hereto* to Ministry of Agriculture through the head of department to reach on or before 05<sup>th</sup> July 2023.

Late applications, incomplete applications and those not submitted in the prescribed format will be rejected without any notice.

## **2. 0. Candidate Profile**

### **2.1. Experience & Professional Qualifications;**

- i. Preferably at least 03 years of experience in general administration
- ii. Postgraduate qualification preferably in Public Administration, Management, Public Policies, Human Resource Management, Law, Project Planning and Management, Economics, Development Economics, Social Development, Financial Management or Information Technology
- iii. Training in the field of Information Technology will be an added advantage
- iv. Proficiency in English

### **2.2. Strengths;**

- i. Adaptable
- ii. Courageous
- iii. Focussed

### 2.3. Behavioural competencies

- i. Communicating and Influencing
- ii. Managing a Quality Service
- iii. Delivering at pace

### 3.0. Method of selection

Selection will be based on assessment of seniority and merit through the curriculum vitae and an interview. Only a shortlisted number of applicants will be called for the interview. Please refer to section 6 (b) of Public Service Commission Circular No. 02/2022 for the criterion for short listing of applicants.

#### 3.1. Marking scheme

Heading	Maximum marks	Method of assessment
<p><b>Seniority</b></p> <p>Maximum marks will be awarded to the senior - most applicant and other applicants will receive marks for seniority proportionately.</p>	50	Curriculum vitae (CV)/ Interviews
<p><b>Experience in the field of general administration and/ or development</b></p> <p>In addition to the length of service in the field/ exposure to the subject, the depth of knowledge or mastery in the above fields gained through involvement in or exposure to it will be assessed.</p>	20**	
<p><b>Professional qualifications</b></p> <p><b>(1) Postgraduate qualifications in the field of Administration, Management, Public Policies, Human Resource Management, Law, Project Planning and Management,</b></p>	10	

<p><b>Economics, Development Economics, Social Development, Financial Management or Information Technology or Public Procurement*</b></p> <p>a. Research based postgraduate degree - 7 marks  b. Taught postgraduate degree - 6 marks  c. Postgraduate diploma - 5 marks  d. Graduate / Postgraduate certificate/ Higher National Diploma - 4 marks  e. Diploma - 3 marks</p> <p><b>(2) Training in the field of Public Administration, Management, Public Procurement or Information Technology (Maximum up to 1.0 mark)</b></p> <p>a. Of duration of 3 months or more - 1 mark  b. Of duration of 10 days or more - 0.5 marks  c. Of duration of 3 days or more - 0.2 marks</p> <p><b>( 3) Proficiency in English*</b></p> <p>a. Diploma in English obtained from a recognized university or government training institute/ IELTS Academic overall score 6.5 or above , TOEFL - IBT 79 or above , TOEFL - CBT 213 or above , or TOEFL - PBT or above - 02 Marks</p> <p>b. Certificate in English obtained from a recognized university or government training institute - 01 Mark</p> <p>*Marks will be awarded only for the highest qualification</p>		
<p><b>Strengths</b></p> <p>Things have to be done effectively and which should motivate the applicant as specified in section 2.2. above.</p>	10**	Interview

<b>Behavioural competencies</b>  Actions and activities that are needed to be done effectively as specified in section 2.3. above.	10**	
**For question formats and rating scales, please refer to Annexure II of the Public Service Commission Circular No. 02/2022 dated 15.09.2022		

Note 1: The term “recognized university” in the above marking scheme means a university recognized by the University Grants Commission of Sri Lanka.

Note 2: All postgraduate qualifications indicated in the marking scheme above should have been obtained either;

- i. from a university recognized by the University Grants Commission of Sri Lanka (such qualifications obtained from other degree awarding institutes should have the recognition of that commission) or
- ii. from a government training institute or government recognized foreign institute



Gunadasa Samarasinghe,  
 Secretary,  
 Ministry Of Agriculture  
 Date: 09.06.2023

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