



INVITATION OF APPLICATIONS FOR RECRUITMENT ON SECONDMENT BASIS FOR THE POSTS OF TOURISM PROMOTION OFFICER / DEVELOPMENT OFFICER / DRIVER / K.K.S OF THE TOURIST BOARD OF WESTERN PROVINCE



Applications are invited from qualified officers / employees in Government / Provincial Public Service to fill the following vacancies that exist in Western Provincial Tourist Board

01. TOURISM PROMOTION OFFICER

Qualifications:

Should be an Officer in public or provincial public service having a degree recognized by the University Grants Commission in a subject field of Sales Management, Business Administration, Management, Commerce or Tourism

Or

Should be an officer confirmed in service having at least 05 years experience in the relevant field in the post of Development Officer in public or provincial public service

Or

Should be an officer confirmed in service and has completed satisfactory service of at least five (05) years in the relevant field in a Grade I/II Post of Management Service Officer in public or provincial public service

02. DEVELOPMENT OFFICER

Qualifications

Should be an officer / employee confirmed in service in a post in public or provincial public service with a degree in a subject field relevant to the post recognized by the University Grants Commission

**** for the posts of Tourism Promotion Officer and Development Officer, the Board of Directors will decide on the subject field. (Example: Accounting / Management / Tourism / Information Technology / Mass Mediaetc.)**

03. DRIVER

Qualifications:

Should be a confirmed employee in the post of Driver in public or provincial public service

04. K.K.S.

Qualifications:

Should be a confirmed employee in the post of K.K.S. in public or provincial public service

Salary and other Benefits

Selected applicants for these posts will be paid a salary equivalent to the government salary scale paid now and an additional allowance of 25% of the monthly consolidated salary and other allowances approved by the government entitled to the permanent post. They will also be entitled to concessionary season tickets and free warrants for rail travel.

Conditions

Applications are invited for the above posts from officers employed in public / provincial public service and will be recruited to these posts on secondment basis as per the requirement of the government for a period of two years as per Section 172, A of Chapter XII of the Work Procedure Rules Code of Public Service Commission concurrently with Provisions in Work Procedure Rule Code approved for the Provincial Public Service.

Head of Departments should certify that officers / employees could be released from service under secondment basis for a period of two years for service with this Board as per the Work Procedure Rules Code of the Public Service Commission concurrently with the Work Procedure Rule Code approved for the Provincial Public Service and the Provision of the Establishment Code of the Democratic Socialist Republic of Sri Lanka.

Preference would be given to applicants residing in Western Province and to officers and employees in Western Provincial Public Service for recruitment to these posts.

All the applicants who have fulfilled the basic qualifications will be subjected to the interview. Accordingly relevant officers will be recruited to the anticipated posts.

Original and photocopy of the certificates relevant to the qualifications mentioned in the application should be submitted at the interview.

Application given below should be submitted with the certification of the respective Head of Department and the caption "Application for the Post of Tourism Promotion Officer / Application for the Post of Development Officer / Application for the Post of Driver / Application for the Post of K.K.S." as the case may be should be mentioned on the left hand top corner of the envelope containing the application and should be sent by registered post to the below address to receive on or before 18.03.2024.

Chairman

Tourist Board (Western Province)

8th Floor

Western Provincial Council Building

Denzil Kobbekaduwa Mawatha

Battaramulla.

04.03.2024

Tel. No. : 0112092688

Email : touristboardwp@gmail.com

Application for recruitment on secondment basis for the Posts of Tourism Promotion Officer / Development Officer / Driver / K.K.S of the Tourist Board of Western Province (Mention only the Post applying for)

01. Personal Information

- 1.1 Name with Initials at the end (In English capital letters) (Ex: PERERA A.D.) ..
.....
- 1.2 Names denoted by Initials:
- 1.3 Name in Full (In Sinhala / Tamil) :
- 1.4 Present Address (In English Capital Letters):
- 1.5 Permanent Address (In English Capital Letters):
- 1.6 Gender : Male / Female
- 1.7 Date of Birth: Year: Month: Date:
- 1.8 National Identity Card No.:
- 1.9 Telephone No.: Mobile: Official: Residence:
- 1.10 Email Address:

02. Sinhala Knowledge Very Good Good Weak
03. Tamil Knowledge Very Good Good Weak
04. English Knowledge Very Good Good Weak

05. Information regarding present Service

- 4.1 Present Employment :
- 4.2 Present Place of Employment :
- 4.3 Date of Joining Present Job :
- 4.4 Date of Confirmation in service :

I hereby certify that the abovementioned information is correct.

.....
Date:

.....
Signature of Applicant

Certification of the Head of Institution

I am forwarding the application of Mr. / Mrs. / Miss
He / she is serving in this Ministry / Department / Institution as a
(Name of Post) as a confirmed permanent employee and if he / she is selected for this post
he/she may be released from service under secondment basis for a period of two (02) years
for serving in Western Provincial Tourist Board as per the Work Procedure Code of Public
Service Commission concurrently with the Work Procedure Code approved for Provincial
Public Service and as per the Provisions of the Establishment Code of the Democratic
Socialist Republic of Sri Lanka.

Date :

Name :

Position :

(Place the Official Seal)

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Signature of Head of Institution

Note:- Application should be prepared on A4 size paper with No. 1 to 1.10 on Page 1 and the rest on Second Page.