

PUBLIC SERVICE COMMISSION

Limited recruitment to the Post of Head Quarter's Sports Officers in the Department of Sports Development – 2020

AS directed Public Service Commission, application are called from the government officers who have the qualifications for 09 (nine) posts of Head Quarter's Sports Officer, in the Management Assistant Supra Grade (MN – 07 – 2016) of Sports Officers combined service in the Department of Sports Development.

01. Qualifications :

1.1. Educational, Professional qualifications and experience :

- I. Category I – Should be a Supervisory Management Assistant Technology Grade I Officer of Sports officers combined service in Department of Sports Development ;
or
- II. Category II – Should be a Supervisory Management Assistant Technology Grade II Officer of Sports officers combined service in Department of Sports Development with 08 (eight) years active and satisfactory period of service ;
or
- III. Category III – Should be a Supervisory Management Assistant Technology Grade III Officer of Sports officers combined service in Department of Sports Development with 05 (five) years active and satisfactory period of service and should have obtain a sports or management related degree from a university recognized by the University Grant Commission.

N.B. : According to the category applied, the marking format for the service experience is in the descriptive marking scheme.

- 1.2. *Physical Qualifications* : Candidates should be of sound physical and mental condition to serve in any part of the island.

1.3. Other Qualifications :

- I Post should have been confirmed.
- II Candidate should not have been punished on disciplinary grounds in terms of Public Service Commission Circular No. 01/2020.
- III Should have past the required efficiency bar examinations.
 - (a) For grade III Sports Coach should have passed the first efficiency bar examination within 03 years from the recruitment,
 - (b) For grade II Sports Coach should have passed the second efficiency bar examination within 03 years from the recruitment,
 - (c) For grade I Sports Coach should have passed the third efficiency bar examination within 03 years from the recruitment.
- IV Should have obtained language proficiency at required level.
- V Should have completed all the qualifications required to the post as at the date of calling applications.

02. Age Limit : Not relevant

03. This post carries the Salary scale of Rs.41,580-11x775-18x1,030-Rs.68,425 (MN-07-2016) according to the Schedule I of the Public Administration Circular No.03/2016 of 25.02.2016 salaries are paid according to the provisions in the Schedule II thereof. In addition to this, you are entitled to the other allowances paid by the government, from time to time to the Public Officers.

04. *Recruitment procedure candidate* : Candidates, who have completed qualifications as stated in the notice, will be recruited according to the sequence of total marks in the descriptive marking scheme obtained at the competency evaluation interview, which will be conducted by an Interview Board appointed by the Public Service Commission.

DESCRIPTIVE MARKING SCHEME

		<i>Maximum Marks</i>
01.	<p>Additional Service Experience</p> <p>I. Marks will be given for the candidates who have applied the category I of 1.1 for the total service period in Grade I and/or Grade II as given below.</p> <p>(a) For the active and satisfactory service period in the post of Sports Coach Grade I - 05 Marks per each year</p> <p>(b) For the active and satisfactory service period in the post of Sports Coach Grade II in addition to the active and satisfactory 08 years as Grade II Sports Coach - 03 Marks per each year</p> <p>II. For the candidates who have apply under category I in the 1.1 of the above</p> <p>(a) For the active and satisfactory service period in the post of Sports Coach Grade II in addition to the active and satisfactory 08 years as Grade II Sports Coach - 03 Marks per each year</p> <p>III. For the candidates who have not fulfilled the active and satisfactory 08 years' service in the Grade II and apply under the category III</p> <p>(a) 03 Marks for the each year with active and satisfactory service in the Grade II</p> <p>(b) For the satisfactory in Grade III, in addition to the active and satisfactory 05 years as a Sport Coach. - 01 Mark per each year</p> <p>IV. For candidates those who are presently in the Grade III and apply under category III active and satisfactory 05 years' service in the post of Sports Coach Grade III.</p> <p>(a) For the satisfactory in Grade III, in addition to the active and satisfactory 05 years as a Sport Coach. - 01 Mark per each year</p>	30
02.	<p>Additional Educational Qualifications</p> <p>Courses followed under Sports Administration or Management,</p> <p>(i) Local / International Post Graduate Degree in Sports Science / Sports Management / Management / Administration / Sports Administration (Masters / Management Level) - 25 Marks</p> <p>(ii) Local / International Degree in Sports Science / Sports Management / Management / Administration / Sports Administration - 20 Marks</p> <p>(iii) Higher Diploma (Local / International) - 15 Marks</p> <p>* Marks will be given for only one maximum qualification.</p> <p>* Marks will not be given for courses / degrees considered for the recruitment or for the basic qualifications required for this promotion.</p> <p>* Documents must be submitted for the confirmation.</p>	25

		<i>Maximum Marks</i>																								
03.	<p>Special Skills exposed in the post of Sports Coach</p> <p>I. For the moments / opportunities participated in as a Coach / Administrator / Manager / Judge - Maximum 10 Marks</p> <p>i. Olympic Games - 05 Marks each ii. World Championships - 04 Marks each iii. Asian or Commonwealth Games / Paralympic - 03 Marks each iv. South Asian Games or Championships / Para Asian - 02 Marks each v. National Level - 01 Mark each (National Sports Festival / National Championships – Sports Associations)</p> <p>* Marks will be given for only 02 maximum opportunities / moments.</p> <p>* Documents should be provided for the confirmation.</p> <p><u>For maintaining District / Provincial Sports Pools</u></p> <p>II. Same number of sportsmen / sportswomen in the pools must be trained continuously at least six month and marks will be given as follows. The pools should not be contained with one team which represent only one school and they should have gained achievement by participating in District Level Competitions. (Should have been confirmed by the Provincial Director of Sports / Provincial Secretary of Sports) - Maximum 06 Marks</p> <p>No. of pooled sportsmen / sportswomen Less than 20 - 01 mark 20 – 30 - 02 marks 30 – 40 - 03 marks 40 – 50 - 04 marks More than 50 - 06 marks</p> <p>III. For commended certificates (General 230 B format) 02 marks for one certificate. -Maximum 04 Marks</p>	20																								
04	<p>Additional Service Experience</p> <p>For creating National or International Level sportsmen / sportswomen winners.</p> <p>I. Representation Sri Lanka for the Olympics – 15 marks (Per athletic)</p> <p>II. World Championships</p> <table> <tr> <th></th><th>Individual</th><th>Team Events</th></tr> <tr> <td>1st Place</td><td>10</td><td>08</td></tr> <tr> <td>2nd Place</td><td>08</td><td>06</td></tr> <tr> <td>3rd Place</td><td>06</td><td>04</td></tr> </table> <p>III. Asian or Commonwealth Games / Paralympics</p> <table> <tr> <th></th><th>Individual</th><th>Team Events</th></tr> <tr> <td>1st Place</td><td>08</td><td>04</td></tr> <tr> <td>2nd Place</td><td>06</td><td>03</td></tr> <tr> <td>3rd Place</td><td>04</td><td>02</td></tr> </table>		Individual	Team Events	1 st Place	10	08	2 nd Place	08	06	3 rd Place	06	04		Individual	Team Events	1 st Place	08	04	2 nd Place	06	03	3 rd Place	04	02	20
	Individual	Team Events																								
1 st Place	10	08																								
2 nd Place	08	06																								
3 rd Place	06	04																								
	Individual	Team Events																								
1 st Place	08	04																								
2 nd Place	06	03																								
3 rd Place	04	02																								

		<i>Maximum Marks</i>																																	
	<p>IV. South Asian Games or Championships / Para Championships</p> <table> <tr> <th></th><th>Individual</th><th>Team Events</th></tr> <tr> <td>1st Place</td><td>03</td><td>1.5</td></tr> <tr> <td>2nd Place</td><td>02</td><td>01</td></tr> <tr> <td>3rd Place</td><td>01</td><td>0.5</td></tr> </table> <p>V. National Level</p> <table> <tr> <th></th><th>Individual</th><th>Team Events</th></tr> <tr> <td>1st Place</td><td>10</td><td>08</td></tr> <tr> <td>2nd Place</td><td>08</td><td>06</td></tr> <tr> <td>3rd Place</td><td>06</td><td>04</td></tr> </table> <p>VI. National Sports Festival – Provincial Level</p> <table> <tr> <th></th><th>Individual</th><th>Team Events</th></tr> <tr> <td>1st Place</td><td>02</td><td>01</td></tr> <tr> <td>2nd Place</td><td>01</td><td>0.5</td></tr> </table> <p>Marks will be given according to one achievement / representation, stated under I – VI above an according to the frequency of achievement / representation, maximum limit of 20 marks will be given.</p> <p>Further, marks will be given for the achievements in several sub sections, subject to a maximum limit of 20 marks.</p> <p>The contribution of the applicant for this achievement should have to be proven with a certified copy of the certificate of the athlete and a letter with the signature of the winning sportsman / sportswoman.</p>		Individual	Team Events	1 st Place	03	1.5	2 nd Place	02	01	3 rd Place	01	0.5		Individual	Team Events	1 st Place	10	08	2 nd Place	08	06	3 rd Place	06	04		Individual	Team Events	1 st Place	02	01	2 nd Place	01	0.5	
	Individual	Team Events																																	
1 st Place	03	1.5																																	
2 nd Place	02	01																																	
3 rd Place	01	0.5																																	
	Individual	Team Events																																	
1 st Place	10	08																																	
2 nd Place	08	06																																	
3 rd Place	06	04																																	
	Individual	Team Events																																	
1 st Place	02	01																																	
2 nd Place	01	0.5																																	
05.	<p>Attitudes shown at the interview</p> <p>Leadership 02 Marks</p> <p>Personality 02 Marks</p> <p>Communication 01 Mark</p>	05																																	
	Total	100																																	

N. B. : Certificate/Qualifications submitted for the recruitment to the post in Sports Officers combined service will not be considered again for giving marks.

05. Service Conditions :

5.1. All the recruitments are subjected to conditions of the procedural rules and regulations of the Public Service Commission, which was published in the Extraordinary *Gazette* No. 1589/30 of 20.02.2009 and the regulations in the Establishment Code.

06. Candidates should submit their applications prepared according to the specimen format appearing at the end of this notice, by registered post on or before 25.09.2020 to the Director General, Department of Sports Development, No.09, Philip Gunewardene Mawatha, Colombo 07. On the top left hand corner of the envelop should bear the legend

“Limited recruitment to the post of Head Quarters Sports Officer – 2020” The applicant should be duly completed. Delayed applications will be rejected without notice. Complaints to the effect that any application or a related document have been lost in the post / in transits will not be entertained. The applicant may bear the risk of delaying to send application up to dead line on their own. Receipt of the applications will not be acknowledged.

07. If it is found that any information furnished by the applicant is false, he / she is liable to dismissed at any time from the public service.

By the order of the Public Service Commission,

W.M. ANURADHA WIJEKON,
Secretary,
Ministry of Youth and Sports.

MINISTRY OF YOUTH AND SPORTS

DEPARTMENT OF SPORTS DEVELOPMENT

**APPLICATION FOR THE LIMITED RECRUITMENT TO THE POST OF HEADQUARTERS SPORTS OFFICER IN THE
MANAGEMENT ASSISTANT SUPRA GRADE (MN – 7 – 2016) OF SPORTS OFFICERS COMBINED SERVICES IN
THE DEPARTMENT OF SPORTS DEVELOPMENT**

01. I. Name with initials :

(a) In Sinhala :

(b) In English :

II. Names denoted by initials :

(a) In Sinhala :

(b) In English :

02. I. Private Address :

II. Postal address for admissions :

III. Official address :

IV. Telephone No : Mobile : Office :

03. Gender :

Write in the relevant box

Male - 0

☐

Female - 1

04. National Identity Card No.:

05. Date of Birth : Year : Month : Date :

06. (a) Have you completed all the qualifications stated in the para 1.1. of the notice of calling application ?

Educational, Professional qualification and experience

State under which category you are qualified in 1.1. (I, II or III)

(b) If you are qualified under category III of 1.1., submit information below :

I. Date of Graduation :

II. University / Institute :

III. Registered No. :

IV. External / Internal :

V. Degree :

VI. Subjects :

Submit the active and satisfactory service periods in each grade in the post of Sports Coach, as at the closing date of calling applications, in the table given below :

Serial No.	Grade	Recruited / Promoted Date	Active and satisfactory service period
01.	Grade III		
02.	Grade II		
03.	Grade I		

- (c) Present post :
Grade :
Date of Appointment :
Date of confirmation in the post :

- (d) In the terms of 1st paragraph the notice of calling applications, active and satisfactory service period completed in the relevant grade in the post of Sports Coach.

Year : Month : Date :

07. Additional Education Qualifications :

<i>Serial No.</i>	<i>Qualifications</i>	<i>University / Institute Obtained</i>	<i>Valid Date</i>
01.			
02.			
03.			
04.			

08. Additional Professional Qualifications (According to the Serial No. 04 of the descriptive marking scheme in the notice of calling applications.)

<i>Serial No.</i>	<i>Tournament</i>	<i>Year</i>	<i>Individual / Team</i>	<i>Place achievement</i>
01.				
02.				
03.				
04.				
05.				

09. I. Whether earned all requisite increments within 05 year immediately preceding. Yes/No :
II. Whether found guilty of any disciplinary action other than warnings :
III. Whether obtain half pay or no pay leave within the service period :

10. Applicant's Certificate :

I do hereby certify that the information provided in this application are true and accurate. I am aware that I will be liable to be disqualified to be recruited to this post and dismissed in the event such information is found to be false after appointment.

.....,
Signature of applicant.

Date :

Should be completed by the Head of the Department

- Whether this officer has been subjected to any disciplinary actions within 05 years immediately proceeding actions are not begging instituted against him / her at present? Yes / No :
- If "yes" state information.
- Has he / she obtained no pay leave during his / her service period? Yes / No :
- If "yes" write down the information on no pay leave obtained in the period of service.
.....

Serial No.	Relevant Condition for granting leave	Duration	
		From	To
i	Under Establishment code V:2:5:4		
ii	Under Establishment code XII:16		
iii	Management Services Circular No.10		
iv	Management Services Circular No.33		
v	Under Establishment code XII:36		
vi	Other no pay leave		

5. I certify that this officer has earned / not earned all the increments within 05 years immediately proceeding as at the date of calling application.

As Mr. / Mrs. / Miss who is serving at this Department as a has completed / not completed all the required qualifications relevant for applying to the post of Headquarters Sports Officer in the Management Assistant Supra Grade (MN – 7 – 2016) of sports officers combined services in the Department of Sports Development. I hereby recommended / not recommended this application.

.....;
Signature of Head of Department
Official Frank.

Date :