

Public Service Commission of Central Provincial Council

Calling applications for the structured interview for recruitment to the post of Legal Officer in the executive service category of Central Provincial Public Service -2025

Applications are invited from both males and females who meet the following qualifications as at 15.05.2025 for recruitment to a suitable officer for the existing vacant post of Legal Officer in the executive service category of Kandy Municipal Council.

01. Qualifications

1.1. General Qualifications

- 1.1.1. Shall be a citizen of Sri Lanka
- 1.1.2. Should possess a continuous permanent residence within the Central Provincial Council Authority area for a period of not less than 03 years immediately preceding the closing date of applications
- 1.1.3. Shall be of excellent character
- 1.1.4. Should possess the adequate physical and mental fitness required to serve in any area of Central Province and discharge duties of the post
- 1.1.5. Age should be not less than 25 years and not more than 45 years as at 15.05.2025. (Accordingly, only those whose date of birth falls on or before 15.05.2000, on or after 15.05.1980 are eligible to apply for this)

1.2. Educational/ Professional Qualifications

Shall have obtained a degree in Law from a university recognized by the University Grants Commission or Should have taken oaths as an Attorney at Law at the Supreme Court.

1.3. Experience

Shall have an active professional service period not less than 03 years after taking oaths as an Attorney at Law in the Supreme Court

Note: Shall have completed all the qualifications including degree on or before 15.05.2025

02. Salary Scale

In terms of Public Administration Circular No. 10/2025, the monthly salary scale applicable to this post will be under the salary code of (SL -1-2025)

Rs. 82,150-10X2,400-8X2,940-17X3,900-Rs.195,970/- (SL -1-2025).

03. Conditions of Service :-

- 3.1 This post is permanent and pensionable.
- 3.2 The selected officer is subjected to the general conditions governing the appointments in the public service and the conditions and regulations issued by the Central Government and or Provincial Council from time to time.
- 3.3 You are subjected to the terms and conditions set out by the scheme of recruitment and promotion of Legal Officer of the executive service category of Central Provincial Public Service approved by the Hon. Governor of Central Province on 18.11.2013, amendment already made and will be made thereto in due course.

04. Mode of recruitment: -

4.1 A structured interview will be conducted in terms of the marking criteria approved by the Hon. Governor of Central Province and the candidate who scored highest marks in the interview will be appointed to the vacant post.

(An approved marking criterion is published on the website www.psc.cp.gov.lk)

Note: Certified copies of educational certificates and certified copies of national identity card and the birth certificate to be attached with application.

05. Method of application

- Completely and accurately prepared applications should be sent under registered post to reach “**Secretary, Central Provincial Public Service Commission, No. 244, Katugastota Road, Kandy**” on or before **15.08.2025**.
- The caption of “Application for the vacant post of Legal Officer to Central Provincial Public Service” should be clearly indicated on the top left hand corner of the envelope containing the application.
- Applications not with required qualifications as at the closing date of applications, incomplete and not forwarded within the due date will be rejected without notice.
- No complain will be taken into consideration in relation to losing an application in posting or being late.

(The specimen application can be downloaded from the website of www.psc.cp.gov.lk.)

06. Candidates should read and understand the recruitment notification carefully before filling the application.

07. Any matter not referred to herein will be decided by Central Provincial Public Service Commission.

08. In the event of any inconsistency between the Sinhala, Tamil and English text of this notification, the Sinhala text shall prevail as the accurate text.

By order of the Public Service Commission,

24th of June 2025
Central Provincial Public Service Commission,
No. 244, Katugastota Road,
Kandy

Secretary (Acting),
Public Service Commission,
Central Provincial Council

Specimen Application Form

**Recruitment to the vacant post of Legal Officer Grade III in the executive service category of
Central provincial Public Service -2025**

No :-

(For office use only)

Permanet Distrcit :-

01.

1.1 Name with initials (in English capital letters):-
Mr./Mrs./Miss (Ex:- SILVA A.B.C.D.)

1.2 Name with initials (in Sinhala /Tamil):-.....
Mr./Mrs./Miss

1.3 Name denoted by initials (in English capital letters):-.....

.....

1.4 Name denoted by initials (in Sinhala /Tamil):-.....

.....

02. 2.1 Permanent Address (in Sinhala /Tamil):.....

.....

2.2 Address to which calling letter to be sent (in Sinhala /Tamil):-.....

.....

2.3 Address to which calling letter to be sent (in English capital letters):-

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2.4 Official Address, if currently in public service:-.....

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2.5 National Identity Card No:-

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2.6 Sex: - 0 - Male, 1- Female

03. 3.1 Date of birth:-

Y	Y	Y	Y	M	M	D	D
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3.2 Age as at 2025.05.15:- Years: months days

3.3 Mobile No:-

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04. Civil Status:-

Unmarried - 1 Married- 2 (Indicate relevant number in the cage)

05. 5.1 Pemanet Residentail District :-

Accordingly to electoral register	2022	2023	2024
Electorate District			
Electorate			
Polling Division			
Grama Niladari Division			
Residential No.			
Number order in front of the name			

06. 6.1 Educational Qualifications :-

Name of the University or Institution	Name of the degree or examination passed	Subjects followed for the degree or relevant examination	Grade passed	certificate No and effective date of the degree or examination passed

6.2 Other professional qualifications :-.....

.....
.....

6.3 Details of experience in the Legal position:-.....

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07. Particulars of employment, if applicable: -

7.1 Post :

7.2 Whether permanent or temporary :

7.3 Whether pensionable or non-pensionable :

7.4 Whether confirmed in service :

7.5 Present place of work :

7.6 Monthly salary :

08. Have you ever been convicted of any offence in the Court of Law? (Yes/No) :.....
If yes, give details:

09. Candidate's Certificate :

I certify that the particulars given in this application are true and correct. I am also aware that if any particulars contained herein are found to be false or incorrect, I am liable to be disqualified before selection or to be dismissed if such detection is made after selection.

Date: Signature of the applicant

10. Attestation of Applicant's Signature :

I certify that Mr./Mrs./Miss who forwards this application is personally known to me and placed his/her signature today in my presence.

Note : applicants should get their signatures attested by a Principal of a Government school, Grama Niladhari of the Division, Justice of Peace, Sworn Commissioner, Lawyer, Public Notary, Commissioned Officer in the Army, Navy, Air Force, an Officer holding a staff grade permanent post in Public Service or Provincial Public Service receiving annual consolidated salary of Rs. 498, 960/- or above, the Chief Incumbent of a Buddhist temple, a Clergy in charge of Other Religious Place or a recognized clergy.

Date: -
Signature of Attester (Place official Stamp)

Full name of Attester :
Designation :
Address :

07 Certificate of the Head of Department (for applications who are currently in Public Service):

I do hereby certify that Mr./Mrs./Miss is serving this Department/ Institute as a He/she has not been furnished for any disciplinary action except a warning or cautioning during last 05 years. He/ she could be released if selected for this post.

Date
Signature of the Head of the Institutions
(Place official Stamp)