

## **Southern Provincial Public Service Commission**

### **Open Competitive Examination for recruitment to Grade III of the Southern Provincial Management Service Officers' Service - 2025.**

01.0 It is hereby notified that the open competitive examination for recruitment to the posts in Grade III of the Southern Provincial Management Service Officers' Service will be conducted by the Southern Provincial Public Service Commission in the month of October 2025. The application for this examination has been published on the official website of the Southern Provincial Public Service Commission at [www.psc.sp.gov.lk](http://www.psc.sp.gov.lk), and applications shall only be submitted online. The closing date for applications is 01<sup>st</sup> September 2025.

**Note** – Receipt of online application will be opened at 9.00 a.m. on the 11<sup>th</sup> day of August 2025 and closed at 11.59 p. m. on the 1<sup>st</sup> day of September 2025.

This examination will be conducted only at examination centers established in the towns mentioned in schedule I. All candidates must select the town where they expect to sit for the examination according to that schedule, and when completing the online application, the desired town for sitting the examination must be correctly mentioned according to schedule I. The selected town for sitting the examination will not be allowed to change later.

02.0 The candidates who have met the qualifications based on merit according to the results of the written examination to be conducted by the Southern Provincial Public Service Commission, will be selected for appointment to the posts in Grade III of the Management Service Officers' Service, on the basis of the district population ratio.

03. (a) The total number of vacancies expected to be filled is 143.

(b) The number of appointments to be made and the effective date of the appointments will be determined by the appointing authority. The appointing authority reserves right not to fill any number of vacancies or all the vacancies.

(c) Selected candidates shall be appointed to a post in Grade III of the Service subjected to the general conditions governing appointments in the Public Service and the terms and conditions stipulated in the recruitment procedure for the Southern Provincial Management Assistant – Non-Technical – Multi duty – Segment I Category of Service, as approved by the Hon. Governor of the Southern Province under No. 192 dated 2014.09.11 and to any amendments made or to be made hereafter to the said recruitment procedure, and provisions of the Establishment Code and Financial Regulations/ Southern Provincial Financial Rules and Procedural Rules of the Public Service Commission published in the Gazette Extraordinary No. 2310/29 dated 14.12.2022.

- (d) If selected for an appointment, it is mandatory to serve for a minimum period of three (03) years at the place of first appointment. However, if the appointing authority deems it necessary to transfer an officer before the completion of this period due to any special reasons determined by the appointing authority, he reserves the right to do so.
- (e) This appointment is subjected to a three year probation period. The first efficiency bar examination shall be passed by the officer within a period of three (03) years after recruiting to Grade III of the Management Service Officers' Service, as per the Service Minute.
- (f) If selected for an appointment, you shall fulfill the relevant official language proficiency in accordance with the language medium for which you are qualified for the appointment, according to the provisions stipulated in Public Administration Circular No. 18/2020 dated 16.10.2020 and the circulars consequential thereto.

04.0 The Salary Code MN 2-2025 of Public Administration Circular No. 10/2025 dated 25.03.2025 is applicable to this post and accordingly, the monthly salary scale related to this post is Rs. 48,470-10×540-11×630-10×1,010-10×1,190-Rs. 82,800/- . You are entitled to the said salary from 01.01.2027. You shall be paid the salary as per the provisions in Schedule III of this circular from the effective date of the appointment.

05.0 This post is permanent and pensionable. The officers recruited to Grade III of the Management Service Officers' Service through this examination shall be subject to a policy decision taken by the government in the future regarding the pension scheme applicable to such officers..

06.0 **Qualifications :** Following qualifications are applicable for recruitment to a post in Grade III of the Management Service Officers' Service.

- (a) Candidate must be a citizen of Sri Lanka.
- (b) Age shall not be less than 18 years of age and not more than 30 years of age as at the closing date of applications, i.e .01.09.2025. (Accordingly, only the candidates whose date of birth falls on or before 01.09.2007 and on or after 01.09.1995 are eligible to apply).
- (c) Candidate must be of excellent character.
- (d). Every candidate must possess adequate physical and mental qualifications to serve in any area within the Southern Province and to fulfill the duties of the post.
- (e) Should have completed following educational qualifications .

1. Having passed the General Certificate of Education (Ordinary Level) Examination in six (06) subjects with credit passes for four (04) subjects including Sinhala or Tamil or English Language and Mathematics , in one sitting .

**And**

2. Having passed the General Certificate of Education (Advanced Level) Examination in all the subjects (excluding the General Common Test), in one sitting.

**Note -**

- The language in which the candidate appears for this competitive examination shall be considered the language in which he/she must have obtained a credit pass at the General Certificate of Education (Ordinary Level) examination.
- The final decision regarding the acceptance of a qualification obtained by sitting for an examination conducted by any other local or foreign educational institution, equivalent to the G.C.E. (Ordinary Level) and G.C.E. (Advanced Level) examinations, for the purpose of recruitment, shall be made by the appointing authority after verification from the relevant educational institutions and the Commissioner General of Examinations.

**N.B** -It is mandatory that every candidate should have completed all qualifications relevant to this position in every aspect on or before the 1<sup>st</sup> day of September 2025. .

**07.0 Selection based on district population ratio:**

- (a) The candidates must correctly indicate the district they choose to compete for the vacancies, as specified in Schedule I, when completing the online application.
- (b) Recruitment to the service will be made on a representative basis. A specified number of vacancies for each administrative district will be allocated proportionally to the population of each administrative district. Only the candidates who apply from that district will be eligible to compete for the number of vacancies to be filled in that particular district.
  - I. In case where the number of vacancies allocated to a particular district, as mentioned above, cannot be filled by qualified candidates from that district, those vacancies will be redistributed proportionately among the adjoining districts in proportion to population.
  - II. Selection will not be made based on district population ratios when the number of candidates who have obtained the required minimum marks at the examination is less than the number of allocated vacancies.

**N.B.** - The number of vacancies allocated to a district refers to the number of vacancies reserved for candidates sitting for the competitive examination from that administrative district, based on the proportion of population of such district. It should be noted that this does not represent the number of vacancies available in government institutions within that administrative district.

**(c) Qualifications required for eligibility under a specific district. :**

The candidate shall have been a permanent resident continuously for a period at least three (03) years within the five (05) years prior to the last date to fulfill the eligibility qualifications required for the examination, in the respective district.

or

If the candidate's residence has changed to the Southern Province based on marriage, the spouse shall have been a resident of the Southern Province for a period of 03 years prior to the closing date for fulfilling the qualifications for the examination, from the date of marriage.

**Note** - No candidate will be allowed to compete for vacancies in more than one district. Once a candidate selects a district to compete for vacancies, based on the qualifications mentioned in above 7, when submitting the online application, it cannot be changed thereafter..

08.0 Out of the total number of vacancies intended to be filled through this competitive examination, 3% will be reserved for persons with disabilities. Only 3% of those who secure highest marks will be selected for appointments based on merit order among disabled candidates who qualify in the examination. To be considered qualified for this purpose, candidates must obtain at least forty percent (40%) of the marks allocated for each subject in the examination and at least fifty percent (50%) of the total marks of the examination . The provisions of Public Administration Circular No. 27/88 will apply for recruitment based on disability.

**Note** - When completing the online application, it should be noted that one is applying under disabled conditions, and a non-disabled person should not falsely mention that himself/herself as a disabled person..

**09.0 Scheme of the Examination :**

- (a) The examination will be conducted in Sinhala, Tamil and English mediums. The candidates can sit for the examination in a language medium of their preference and they must answer all the question papers in one and the same language. The candidates are not allowed to change the language medium indicated in the application. The examination will consist of two question papers.

Serial No	Subject	Marks	Duration
01	Language Proficiency	100	02 ½ Hours
02	Aptitude	100	01 Hours

**(01) Language Proficiency:**

This question paper consists of subject-related questions that test candidates' ability of expression, comprehension, spelling, language and essay, drafting a letter provided, preparing graphs and tables according to provided data, summarizing the paragraphs given, expressing the idea of several given sentences in a single sentence, and application of the simple rules of grammar.

**(02) Aptitude :**

This question paper consists of subject-related questions designed to test numerical abilities, power of reasoning, and general intelligence of the candidates.

**Note** - This question paper is designed to test the qualifications and capabilities of the candidate for official duties. Marks will be deducted for each written answer script in relation to illegible handwriting and spelling errors in words.

(b) In order to be eligible for an appointment through this competitive examination, candidates are expected to secure at least forty percent (40%) of the marks allocated for each subject and an aggregate of at least fifty percent (50%) of the total marks of the examination. Appointments will strictly be made in the order of the marks scored, depending on the number of vacancies set apart to be filled on the results of the competitive examination.

(c) **Results of the Examination** : The examination results will be released through the official website of the Southern Provincial Public Service Commission, [www.psc.sp.gov.lk](http://www.psc.sp.gov.lk), in a manner that allows each candidate to view their results individually and a list of names that prepared according to the district merit order of the candidates who have passed the examination, will be issued to the appointing authority.

**10.0 Examination Fee:**

The examination fee is Rs. 1,000/-. The fee must be paid online. All payments shall be made only through **VISA** or **MASRER** cards and payments made through any other methods will not be accepted under any circumstances. The full examination fee must be

paid, and applications with underpaid fees will be rejected. The Southern Provincial Public Service Commission will not be responsible for any errors that occur during the payment process using the above-mentioned methods.

Please consider that examination fees paid will not be refunded under any circumstances or such fees cannot be transferred to any other examination.

**Note -** Any adverse circumstances arising from delaying the submission of applications until the closing date must be borne by the candidates.

#### **11.0 Procedure to Apply :**

All candidates shall visit the official website of the Southern Provincial Public Service Commission at [www.psc.sp.gov.lk](http://www.psc.sp.gov.lk), select the correct examination, enter the relevant information, pay the examination fees, and then submit the application to the Southern Provincial Public Service Commission. The deadline for applying this examination is 11.59 p. m. on the 1<sup>st</sup> day of September 2025 . (It is more suitable to use a Desktop or Laptop computer with internet facilities for this purpose.)

11.1 The candidate shall complete his/her application online for this examination.

11.2 No information provided by the candidates will be allowed to be changed afterwards. Therefore, it is important to carefully verify all the information before submitting it to the Southern Provincial Public Service Commission.

11.3 All applications submitted through other means will be rejected without notice. You must bear the loss caused by oversights such as selecting the wrong examination when applying online for this examination.

11.4. Under no circumstances should hard copies of the candidate be sent to this Commission. However, it is mandatory for the candidate to keep a hard copy of the completed and downloaded application and it shall be presented at the interview.

#### **11.5 Attestation of Candidate's Signature:**

The candidate's signature shall be attested on the hard copy of the downloaded application submitted for the interview. A candidate who is already in government service shall get his/her signature attested by the head of the institution or an officer authorized by him and the other candidates can get their signatures attested by a Principal of a Government School/Retired Officer, a Grama Niladhari of the Division, a Justice of Peace, a Commissioner of Oaths, an Attorney-at-law, a Notary Public, an authorized

officer of the Armed Forces , a permanent staff grade officer in the Public Service or Provincial Public Service or a Viharadhipathi or Chief Incumbent of a Buddhist temple or a person in charge of a non-religious place of worship or a person holding a significant position in the clergy.

#### **12.0 Admission Cards:-**

Since applications are called online, on the assumption that only those with the qualifications mentioned in the notification have applied, without conducting a qualification verification, admission cards will be issued online via the official website [www.psc.sp.gov.lk](http://www.psc.sp.gov.lk) by the Southern Provincial Public Service Commission to the candidates who have paid examination fees on or before the closing date of applications and properly submitted the applications online. Once the admission cards are issued to the candidates, a notification indicating the same will be published in the official website of the Southern Provincial Public Service Commission. Accordingly, the exam admission card can be downloaded by visiting the exam admission card issuance window on the website and entering your National Identity Card number.

The admission card should be carefully checked, and if there are any amendments to be made, the candidate must clearly indicate the correct form of amendment in the relevant column and his/her signature shall be kept. Requests made for amendments during the interview will not be considered.

Issuance of admission card to the candidates does not necessarily mean that he/ she has fulfilled the qualifications to sit for the examination. The downloaded examination admission card must be printed on both sides of A4 size paper, the signature should be attested and submitted to the supervisor of the examination center .A candidate who is already in government service should get his/her signature attested by the head of the institution or an officer authorized by him and the other candidates can get their signatures attested by a Principal of a Government School/Retired Officer, a Grama Niladhari of the Division, a Justice of Peace, a Commissioner of Oaths, an Attorney-at-law, a Notary Public, an authorized officer of the Armed Forces , a permanent staff grade officer in the Public Service or Provincial Public Service or a Viharadhipathi or Chief Incumbent of a Buddhist temple or a person in charge of a non-religious place of worship or a person holding a significant position in the clergy.

#### **13.0 Admission to the examination**

(a) Every candidate must get his/her signature on the admission card attested in advance and produce his/her admission card to the supervisor of the examination center on the first

day he/she presents himself/herself for the examination. Any candidate who fails to produce his/her admission card shall not be allowed to sit for the examination.

(b) The candidate must sit for the examination at the examination hall assigned to him..

#### **14.0 Identity of Candidates:**

No candidate without an admission card shall be allowed to sit for the examination. Furthermore, candidates must prove their identity to the satisfaction of the supervisor of the examination for each question paper they sit in the examination hall. For this purpose, any of the following documents shall be presented to the supervisor of the examination.

(i.) National Identity Card

(ii) Valid Passport

(iii) Valid Driving License

The candidates should enter the examination hall without covering their faces and ears that their identity can be verified and also not wearing any electronic communication devices. The candidates, who refuse to prove their identity in the said manner shall not be allowed to enter the examination hall. Further, candidates should remain in the examination hall from the moment of entering until they leave the hall after the completion of the examination without covering their face and two ears.

**15.0 Method of Selection:-** The candidates for these posts will be selected based on an interview (for which no marks will be awarded) conducted to check their eligibility according to the performance at the examination and the district population ratio. (In the event that there are several candidates who have secured equal marks at the last selection stage, based on the number of existing vacancies at the time of appointment, an interview will be held and the most qualified candidates will be selected in order of merit according to their educational qualifications.)

**16.0 Furnishing false information:-** If it is found that any candidate is not eligible to sit for this examination, the Southern Provincial Public Service Commission reserves right to cancel his or her candidature at any stage, before, during or after the examination . Furthermore, if it appears that any particulars furnished by a candidate found to be false within his/her knowledge , disciplinary action will be taken against him or her.

- i. While filling the application accurate information should be provided with consideration. According to the regulations applicable to this examination, if any candidate is found to



be ineligible to appear for it, the Commission has the right to cancel his/her candidature at any stage before, during, or after the examination.


- ii. If any of the particulars furnished by a candidate is later found to be incorrect, or if it is revealed that he/she has willfully suppressed any fact, he/she will no longer be considered for any appointment and may be subject to cancellation of any appointment given based on this examination or even dismissal from public service.

17.0 The candidates are bound by the rules and regulations imposed by the Southern Provincial Public Service Commission in conducting the examination and issuing the results. He/she is liable to be subjected to any punishment imposed by the Southern Provincial Public Service Commission for breach of these rules.

18.0 The decision of the Southern Provincial Public Service Commission shall be final regarding the conduct of the examination, the cancellation of the examination, the suspension of the examination results, and any other matter not specified in the rules and regulations of this examination notification, consequential thereto. All candidates are bound to act in accordance with the general examination rules and regulations mentioned in this notification.

19.0 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 Southern Provincial Public Service Commission.



C.P. Rajakaruna  
Secretary,  
Southern Provincial Public Service  
Commission.

Southern Provincial Public Service Commission,  
6<sup>th</sup> Floor,  
District Secretariat Building,  
Galle.

C.P. Rajakaruna  
Secretary  
Provincial Public Service Commission  
Southern Province

On this 8<sup>th</sup> day of August 2025

(The Southern Provincial Public Service Commission bears no responsibility for the contents of any notification that are falsely prepared and published by various institutions based on this notification.)

### Schedule I

No	District	Town
01	Galle	Galle
		Ambalangoda
		Baddegama
02	Matara	Matara
		Akuressa
03	Hambantota	Tangalle
		Hambantota