

Examinations, Results of Examinations & c.

MINISTRY OF JUSTICE AND NATIONAL INTEGRATION

Recruitment to the Post of Labour Tribunal Interpreter in the Multifunctional Segment I of the Management Assistant Non-Technical Service Category of the Labour Tribunal Secretariat (Open Basis - 2026)

Applications are invited from the eligible citizens of Sri Lanka to be recruited on open basis to fill vacancies in 06 posts of Interpreter Sinhala/ Tamil and 03 posts of Interpreter Sinhala/ English in the Labour Tribunals fall within the purview of the Ministry of Justice and National Integration/ Application forms prepared as per the specimen from appended at the end of this notice should be sent by registered post to reach the "Secretary, Ministry of Justice and National Integration, No. 19, Sri Sangaraja Mawatha, Colombo 10" on or before the closing date of applications mentioned below. The words "Recruitment to the Post of Labour Tribunal Interpreter in the Multifunctional Segment I of the Management Assistant Non-Technical Service Category of the Labour Tribunal Secretariat (Open Basis) - 2026" should be written on the top left hand corner of the envelop containing the application form.

Closing date of application will be on 13.04.2026

Note - No allegation that an application form or an appended document has been lost or delayed in the post can be considered.

01. Terms of employment -

- I. This post is permanent and pensionable. (This is however subject to the policy decisions being taken by the government in respect of the Pension Scheme.)
- II. An officer appointed to this post is subject to a probationary period of three (03) years during which the officer is required to pass the first efficiency bar examination.
- III. As per the public administration circular No. 18/2020 and such other circulars incidental thereto, the relevant standard of proficiency in the language should have to be obtained within 05 years. The officers who entered the Public Service in a medium of language other than a medium of any of the official languages are required to reach a requisite standard of proficiency in one official language within 03 years and the standard proficiency of other official language within 05 years.

IV. This appointment will be subject to the Procedural Rules of the Public Service Commission, Establishment Code of the Democratic Socialist Republic of Sri Lanka, Financial Regulations and such other Departmental Orders.

02. Recruitment Grade - Grade III

03. Salary Scale -

In terms of the Public Administration Circular No. 10/2025, this post which is under MN 02-2025 carries a salary scale of Rs. 48,470-10x540-11x630-10x1,010-10x1,190- Rs. 82,800/- (monthly). The initial salary step amounts to Rs. 48,470/- as per grading system.

04. Qualifications -

I. Educational Qualifications :

- (a) Should have passed six (06) subjects at the G.C.E. (O/L) Examination in one sitting with four (04) credit passes including Mathematics and two Languages applicable to the language interpretation;

and

- (b) Should have passed all three subjects at the G.C.E. (A/L) Examination at one sitting. (except for General Common Test) (It is sufficient to pass 03 subjects in one sitting under the old syllabus.)

05. Age limit -

Applicants should be not less than 18 years of age not more than 30 years of age at the closing date of applications.)

06. Physical Fitness -

Every applicant should be in good metal and physical order to serve in any part of the island and to discharge the duties and functions of the post.

07. Other Qualifications -

Every applicant should -

- a. be a citizen of Sri Lanka
- b. bears an excellent moral character
- c. has fulfilled the necessary qualifications in every respect as at the closing date of applications. Copies of the certificates in proof of qualifications should be submitted along with the application.

08. Method of Recruitment -

8.1 Written Examination -

Marks will be awarded at a Written Examination to be conducted by an Authority to be designated by the Secretary to the Ministry of Justice and National Integration.

Method under which marks are awarded at the Written Test

	Subjects	Duration	Maximum marks	Pass Marks
01	Translation from Sinhala to Tamil and <i>vice versa</i>	01 hour	100	40%
02	Translation from Sinhala to English and <i>vice versa</i>	01 hour	100	40%

Syllabus of the Written Examination

	Subject	Syllabus
01	Translation from Sinhala to Tamil and <i>vice versa</i>	Translation of a Sinhala text or texts into Tamil and <i>vice versa</i>
02	Translation from Sinhala to English and <i>vice versa</i>	Translation of a Sinhala text or texts into English and <i>vice versa</i>

Note - Applicants should sit only for one subject/syllabus. Applicants qualified at the written Examination will be called for Practical Test in such rate of twice the number of vacancies available to be filled.

8.2 Practical Test -

Marks will be awarded by a Selection Board to be appointed by the Secretary to the Ministry of Justice and National Integration.

Method under which marks are awarded at the Practical Test

	Subjects	Duration	Maximum marks	Pass Marks
01	Interpretation from Sinhala to Tamil and <i>vice versa</i> or interpretation from Sinhala to English and <i>vice versa</i>	30 Minutes	100	40%

Syllabus of the Practical Test

	Subject	Syllabus
01	Interpretation from Sinhala to Tamil and <i>vice versa</i> or interpretation from Sinhala to English and <i>vice versa</i>	Interpretation from Sinhala to Tamil and <i>vice versa</i> or interpretation from Sinhala to English and <i>vice versa</i> .

8.3 General Interview -

Qualifications will be verified by an Interview Board to be appointed by the Secretary to the Ministry of Justice and National Integration. No marks will be awarded at the General Interview.

Note - Applicants will be invited for the General Interview on the basis of the order of merit obtained both at the Written Examination and the Practical Test.

09. Applications should be prepared on A4 paper of 22x29 cm in size using both sides where items from 01-09 appear on the first page, 10-14 on the second page, 15-17 appear on the third page and remaining items on the fourth page. It should be filled legibly. Applications which are not in conformity with the specimen, which will be received after the closing date of acceptance of applications, applications of the applicants who do not possess the prescribed minimum qualifications and incomplete applications are liable to be rejected without notice. It is advisable for every applicant to retain a copy of the application in his/her possession as well. Applicants should therefore see that his/her application is perfect in all respect in conformity with the specimen given at the end of this notice as the failure to comply with may lead to rejection. Hence, the applications should be prepared strictly in accordance with the specimen appended at the end of this notice. Receipt of applications will not be acknowledged. Applicants who delay their applications until the last day will do so at their own risk.

Important -

Applications of the applicants in respect of which the relevant documents are failed to be submitted as and when requested to do so will not be considered.

Applications from officers who are already in the Public Service/ Provincial Public Service/ Public Corporation are required to be forwarded through the respective Heads of the Departments/ Institutes.

10. Examination Fee

Every applicant should deposit a sum of Rs. 2,700/- as an examination fee to the credit of the Account No. 176-1001-9-9025184 at the People's Bank, Mid City Branch in favour of the Secretary to the Ministry of Justice and National Integration. The original of the receipt issued by the Bank in proof of the payment should be affixed in the space provided for the purpose in the application.

11. The applicant's signature on the application form must be attested. Accordingly, applicants applying for the examination from any public institution should have their signature attested by the Head of that public institution or an officer authorized by Head of that public institution, while the applicants who are not from any public institution should attest their signatures by a Principal/ Retired Principal of a Government School, Grama Niladhari of the Division in whose Division the applicant is resident, a Justice of Peace, a Commissioner of Oaths, an Attorney-at-Law, a Notary public, a Commissioned Officer of the Armed

Forces, an officer of a permanent staff grade within the Government or Provincial Public Service, the Chief Incumbent of a Buddhist Temple, a Venerable Thero or an individual responsible for a place of worship of a different religion who occupies a prominent role in the clergy.

12. The date on which the appointment will take effect will be determined by the Secretary to the Ministry of Justice and National Integration by the order of the Public Service Commission.
13. Procedural Rules of the Public Service Commission, Circulars that are now in force or may be issued in respect of public service from time to time in the future and the conditions pertaining to scheme of recruitment in the Multifunctional Segment I of the Management Assistant Non-Technical Service Category of the Labour Tribunal Secretariat shall be applicable to this post.
14. In case of any inconsistency between the Sinhala, Tamil, and English texts published in this notification, the Sinhala text shall prevail and action will be taken accordingly.

AYESHA JINASENA,
President's Counsel,
Secretary,
Ministry of Justice and National
Integration.

No. 19, Sri Sangaraja Mawatha,
Colombo 10.

No. (For office use only)	
Medium	
<u>Sinhala/ Tamil</u>	
<u>Sinhala/ English</u>	
(Put a ✓ in the box relevant to you)	

Specimen Application Form

Ministry of Justice and National Integration

Application for the recruitment to the Post of Labour Tribunal Interpreter in the Multifunctional Segment I of the Management Assistant Non-Technical Service Category of the Labour Tribunal Secretariat

01. (a) Name with initials (in Sinhala/ Tamil) -
.....
Name with initials (in English Block Capitals) -
.....

(b) Full Name (in Sinhala/ Tamil) -

Full Name (in English Block Capitals) -

02. Permanent Address (In Sinhala/ Tamil) -

03. Permanent Address (in English Block Capitals) -

04. Address to which letters should be sent (in English Block Capitals)
(Complete only if permanent address may change) -

05. Email address -

06. Telephone No. - Mobile Permanent -

07. National Identity Card No. -

08. Sex -

09. Date of Birth - Year Month Date -

10. Age as at the closing date of applications - Years Months Days

11. Race -

12. Marital Status -

13. Results at the G.C.E. (A/L) Examination :

Year :

Index No.

<i>Serial No.</i>	<i>Subject</i>	<i>Grade</i>

Applicant's Declaration

I,declared that the information furnished by me in the application are true and correct. I certify that I have not been subject to dismissal from the service or retirement for general inefficiency as a merciful alternative to dismissal and I have not vacated the post. I am also aware that, if any particulars contained herein are found to be false or incorrect, I am liable to be disqualified, if detected before selection and to dismissal without compensation, If detected after appointment.

Date -

.....
Signature of the Applicant

Attestation of the Applicant's Signature

I certify that Mr./ Mrs./ Miss who submits this application, is personally known to me, that he/ she affixed his/her signature in my presence on, that he/ she paid the prescribed examination fee, and that the receipt in proof of payment of the prescribed examination fee is attached in the space provided.
(*Cross the Inapplicable words.)

Date :

.....
Signature of the officer attesting the
signature of the applicant.
(Place official seal)

Name of the officer attesting the signature of the applicant -

Designation -

Address -

Certificate of the Head of Department

If the applicant is a Public Servant in the Public Service or Provincial Public Service or Public Corporations

I hereby submit the application of Mr./Mrs./Ms. I certify that he/she is serving as a permanent/ temporary/ trainee/ casual officer in this Ministry/ Department and that he/she can be released/ cannot be released from the service if selected for this post.

(* Corss the Inapplicable words.)

.....
Head of the Department or
Authorized Officer
(Place official seal)

Date -

Name -

Designation -

Ministry/ Department -