

Post - Vacant

MINISTRY OF ENVIRONMENT

Coast Conservation and Coastal Resources Management Department

FILLING OF VACANCIES FOR THE POST OF FIELD ASSISTANT (SUPERVISORY) IN THE PRIMARY - NON-TECHNICAL SERVICE CATEGORY - 2026

APPLICATIONS are invited from the officers of the Coast Conservation and Coastal Resources Management Department who have fulfilled the following qualifications to fill 11 Field Assistant (Supervisory) posts in the Primary - Non-Technical Service category.

02. Qualifications to be fulfilled:

(I) Educational Qualifications:

Having being passed 06 subjects with two distinctions in the General Certificate of Education Ordinary Level Examination in not more than two sittings.

(II) Experience:

Must have completed 10 years of permanent, active and satisfactory period of service in the post of Field Assistant in the Primary Non-Technical Service category of the Department of Coast Conservation and Coastal Resources Management.

(III) Physical Qualifications:

Every candidate must be physically and mentally fit to serve in any part of the island and to be able to perform the duties of the position.

(IV) Other :

- (a) Applicants must be of excellent character.
- (b) Having being completed a satisfactory period of service, having being earned salary increments and demonstrated satisfactory or above-average performance within the preceding five years.
- (c) The qualifications required for the appointment to the post must have fulfilled in all respects by the date specified in the notice calling for applications.

(VI) Age: Not applicable.

03. Salary Scale :

As per the Public Administration Circular No. 10/2025 dated 25.03.2025, Monthly Salary Scale: is Rs. 40,000/-10x450 -10x490 -10x540 -12x590 - 61,880/= (PL 1 – 2025).

04. General Terms and Conditions of the Employment:

- (a) The position of the officers appointed to the post of Field Assistant (Supervisory) is permanent. Pensionable. (Subject to future policy decisions taken by the government regarding the pension scheme.)
- (b) Must be subject to an acting period of one year.
- (c) Must pass the first efficiency bar examination within three (03) years after appointment to the post.

(d) The officers selected should be prepared to serve in any part of the island.

05. Method of selection for the posts:

Officers who have completed a period of permanent, active and satisfactory period of service in the Field Assistant Post of the Department of Coast Conservation and Coastal Resources Management will be appointed to the number of vacancies available in the order of marks obtained in a structured interview. A minimum of 55 marks should be obtained in the structured interview to be appointed to the post of Field Assistant (Supervisory).

Marks will be awarded for the structured interview as follows :-

Serial No.	Areas to be tested and awarding marks	Maximum number of marks	Pass marks
01	Service Experience	40	} 55
02	<u>Experience</u> Experience in Coastal Conservation work sites (Stone laying and maintenance marks will be awarded as per an oral test)	15	
03	Knowledge of machine, equipment and heavy vehicles	10	
04	Knowledge of machinery equipment maintenance and Operation	10	
05	For taking responsibility in coast conservation activities	20	
06	Personality	05	
Total		100	

06. Method of application :

Applications, duly completed in accordance with the model application form attached to this notice, should be submitted by registered post or hand delivered to the Director General, Department of Coast Conservation and Coastal Resources Management, P.O. Box 556, New Secretariat, Maligawatta, Colombo 10 on or before the closing date for applications, that is on **05.10.2026**. The words "Filling of the post of Field Assistant (Supervisory) in the Department of Coast Conservation and Coastal Resources Management", should be clearly marked on the top left corner of the envelope. The applications not conforming to the model application form and those with incomplete information will be rejected without notice. (It may be useful to keep a photocopy of the application form).

07. Documents on Qualifications :

- Applicants who are eligible to be called for the interview must prove their eligibility by submitting documentary evidence;
- Original copies of the following documents are required at the interview :-
 - Certificate of Birth;
 - Certificates proving educational and professional qualifications;
 - National Identity Card or valid Sri Lankan driving license;
 - Letter of appointment to the post of Field Assistant;
 - Letter Confirmation in the post of Field Assistant;
 - Other relevant certificates.

08. Providing false information.

If any information provided by a candidate in his or her application form is found to be false or incorrect before appointment, his or her candidature will be cancelled. If such false or incorrect information is discovered after appointment, he or she will be dismissed from Government service subject to the relevant legal proceedings.

09. Any other relevant matter not covered by these regulations shall be determined at the discretion of the Director General of the Department of Coast Conservation and Coastal Resources Management.

In the event of any inconsistency between the Sinhala, Tamil and English press releases, the Sinhala press release shall prevail.

Professor P.B. Turney Pradeep Kumara,
Director General,
Department of Coast Conservation and Coastal
Resources Management.

P.O. Box 556,
New Secretariat,
Maligawatta, Colombo 10.
04.09.2026.

Model Application

MINISTRY OF ENVIRONMENT

Filling of vacancies for the Post of Field Assistant (Supervisory) in the Primary - Non-Technical Service Category of the Coast Conservation and Coastal Resources Management Department - 2026

01. 1.1 Full Name (In Sinhala or Tamil) :
- 1.2 Name using last name at the beginning, and initials of the other names at the end (In English Block letters) :
(E.g. : GUNAWARDANA H.M.S.K.)
02. 2.1 Permanent Address (In English Block letters) :
- 2.2 Divisional Secretariat Division :
- 2.3 Grama Niladhari Division :
- 2.4 Mobile Telephone No. :
03. 3.1 National Identity Card No. :
- 3.2 Date Issued :
04. 4.1 Gender :
Male - 0
Female - 1 (Write the relevant number in the box)
05. 5.1 Date of Birth :
Year: Month: Date:

11. Passes in the G. C. E. Advance Level Examination :

Year : Index Number :	
Subject	Pass

12. Other educational Qualifications:

13. Professional Qualifications:.....

14. Declaration /certification of the candidate :

I do hereby certify that all the information mentioned by me in this application are true, and correct. I know that if any information mention here is found to be false before my selection to this post, I become disqualified, and if found after the selection I am subjected to be dismissed from the service without any compensation.

.....
Signature of the Applicant

Date :

Should be completed by the Head of the Department :

01. Whether any disciplinary proceeding has been taken / intended to be taken in the future against this officer during the preceding 05 years ? Yes / No

02. If the answer is “Yes” what are the actions taken on that ?

03. Has the officer taken no pay leave during his period of service? Yes / No

04. If the answer is “Yes” how many no pay leave has been taken?

Serial No.	The relevant condition for the approval	Duration	
		From	To
i.	< V:2:5:4 of the Establishment Code		
ii.	< XII:16 of the Establishment Code		
iii.	Management Services Circular No. 10		
iv.	Management Services Circular No 33		
v.	< XII:36 of the Establishment Code		
vi.	Other no pay leave		

The application of Mr. who is serving in the Post ofin this Department is recommended and forwarded.

Date :

.....,
Signature of Head of the Department
Official Seal