**Post of Chief Accountant Grade I of Sri Lanka Accountants’ Service of Department of Public Trustee**

Applications are called from suitably qualified officers of Grade I of Sri Lanka Accountants’ Service(including those eligible to be promoted to Grade I as at the closing date of applications) to be appointed to the above post. Number of vacancies is **01**.

In the absence of applicants of Grade I of the service, officers of Grade II of the Service with active and satisfactory service of **03** in that grade will be considered for appointment to attending to duties on full-time basis in the post.

Attending to duties appointments will be done for a maximum period of one year with the possibility of further extensions afterwards subject to provisions of Public Commission Procedural Rule 135.

Applicants must forward their duly filled curriculum vitae ***in the format attached hereto*** to **Public Trustee of Sri Lanka, No. 02, Bullers Lane, Colombo 07** through the head of department to reach *(Head of Department where vacancy exists)* on or before **10.09.2023**

Late applications, incomplete applications and those not submitted in the prescribed format will be rejected without any notice.

**2.0. Candidate Profile**

**2.1. Experience & Professional Qualifications;**

1. Preferably at least 03 years of experience in Grade I of Sri Lanka Accountants’ Service
2. Postgraduate/Professional qualification in any of the fields specified in Appendix 5 to the Minute of Sri Lanka Accountants’ Service (hereinafter referred to as “the Service Minute”)
3. Proficiency in English

**2.2. Strengths;**

1. Team Leader
2. Problem Solver
3. Precise

**2.3. Behavioral Competencies**

1. Leadership
2. Working together
3. Communication

**3.0. Method of selection**

Selection will be based on assessment of seniority and merit through the curriculum vitae and an interview. Only a shortlisted number of applicants will be called for the interview. Please refer to section 6 (b) of the Public Service Commission Circular No. 02/2022 dated 15.09.2022 for the criterion for short listing of application.

**3.1. Marking Scheme**

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| --- | --- | --- |
| **Heading** | **Maximum Marks** | **Method of assessment** |
| **Seniority**Maximum marks will be awarded to the senior most applicant and other applicants will receive marks for seniority proportionately. | 50 | Curriculum vitae (CV) |
| **Experience in Grade I of Sri Lanka Accountants’ Service\*\***In addition to the length of service in the field/exposure to the subject, the depth of knowledge or mastery in the above fields gained through involvement in or exposure to it will be assessed | 20 |  |
| **Professional qualifications**  **(1) Postgraduate/Professional qualifications in any of the fields specified on Appendix 05 to the service minute.** 1. Research based postgraduate degree – 07 marks
2. Taught postgraduate degree / membership in any of the professional bodies specified in Appendix 5.1 of the Service minute – 06 marks
3. Postgraduate diploma - 05 marks
4. Graduate/Postgraduate certificate – 04 marks
5. Diploma in internal auding/auding – 03 marks

**(2) Training in Financial Management or Internal Auditing (Maximum up to 1.0 mark)**1. Of duration of 3 months or more – 1 mark
2. Of duration of 10 days or more – 0.5 marks
3. Of Duration of 3 days or more – 0.2 marks

**(3) Proficiency in English\***1. Diploma in English obtained from a recognized university or government training institute/IELTS Academic overall score 6.5 or above, TOEFL-IBT 79 or above, TOEFL-CBT 213 or above, or TOEFL-PBT 550 or above – 02 marks
2. Certificate in English obtained from a recognized university or government training institute – 01 mark

\* Marks will be awarded only for the highest qualification | 10 |  |
| **Strengths\*\***Things have to be done effectively and which should motivate the applicant as specified in section 2.2 above. | 10 | Interview |
| **Behavioral competencies\*\***Actions and activities that are needed to be done effectively as specified in section 2.3. above. | 10 |  |
| \*\* Please refer to Annexture II of the Public Service Commission Circular No. 02/2022 for the question formats and rating scales |

Note 1: The term “recognized university” in the above marking scheme means a university recognized by the University Grants Commission of Sri Lanka

Note 2: All postgraduate qualifications indicated in the marking scheme above should have been obtained either;

1. from a university recognized by the University Grants Commission of Sri Lanka (such qualifications obtained from other degree awarding institutes should have the recognition of that commission) or
2. from a government training institute or government recognized foreign institute

**Somarathna Vidanapathirana**

Secretary

Ministry of Buddhasasana, Religious & Cultural Affairs

**20.09.2023**