

Post of Chief Internal Auditor of Grade I of Sri Lanka Accountants' Service of Ministry of Public Administration, Home Affairs, Provincial Councils and Local Government.

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 03

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* Secretary, Ministry of Public Administration, Home Affairs, Provincial Councils and Local Government through the head of department to reach on or before 10th July 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;

- i. Preferably at least 03 years of experience in *Grade I of Sri Lanka Accountants' Service*.
- ii. 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") or Internal Auditing
- iii. Proficiency in English
- iv. Training in Internal Auditing will be an added advantage.

2.2. Strengths;

- i. Be self-aware and true to yourself in all situations, even when under pressure.
- ii. Ability to seek and analyse information to inform decisions based on the best available evidence.
- iii. Ability to think ahead to anticipate, identify and address any risk or problems before they occur

2.3. Behavioural competencies

- i. Ability to see the big picture
- ii. Working together
- iii. 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

Heading	Maximum Marks	Method of assessment

<p>Seniority Maximum marks will be awarded to the senior-most applicant and other applicants will receive marks for seniority proportionately.</p>	50	Curriculum vitae (CV)
<p>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</p>	20	
<p>Professional qualifications</p> <p>(1) Postgraduate/Professional qualifications in any of the fields specified in Appendix 05 to the service minute or internal auditing/auditing.</p> <p>a. Research based postgraduate degree – 7 marks b. Taught postgraduate degree/ membership in any of the professional bodies specified in Appendix 5.1 of the Service minute – 6 marks c. Postgraduate diploma – 5 marks d. Graduate/Postgraduate certificate – 4 marks e. Diploma - 3</p> <p>(2) Training in Financial Management or Auditing/Internal Auditing (Maximum up to 1.0 mark)</p> <p>a. Of duration of 3 months or more – 1 mark b. Of duration of 10 days or more – 0.5 marks c. Of duration of 3 days or more – 0.2 marks</p> <p>(3) Proficiency in English*</p> <p>a. 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</p> <p>b. Certificate in English obtained from a recognized university or government training institute – 01 Mark</p> <p>* Marks will be awarded only for the highest qualification</p>	10	
<p>Strengths** Things have to be done effectively and which should motivate the applicant as specified in section 2.2. above.</p>	10	Interview

Behavioural competencies** Actions and activities that are needed to be done effectively as specified in section 2.3. above.	10	
** Please refer to Annexure 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

Note2: All postgraduate/professional qualifications indicated in the marking scheme above should have been obtained either;

- i. 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
- ii. from a government training institute or government recognized foreign institute

K.G.Darmathilaka
 Additional Secretary (Home Affairs)

Sgd - K.D.N. Ranjith Asoka
 Secretary
 Ministry of Public Administration, Home Affairs,
 Provincial Councils and Local Government

Date: 22nd June 2023