

## INSTRUCTIONS FOR APPLICANTS

### ENLISTMENT OF PROFESSIONAL OFFICERS FOR THE REGULAR FORCE OF THE SRI LANKA ARMY

#### GENERAL

1. This is a guide to complete the application form for the enlistment of **professional Officers** to the Regular Force of the Sri Lanka Army.
2. Duly completed applications should be submitted under registered cover to reach the **Directorate of Personnel Administration, Army Headquarters, Sri Jayewardenepura, Colombo** or email (must be a pdf format) to [enlistment@army.lk](mailto:enlistment@army.lk). The applications are open until **30<sup>th</sup> November 2021** and all the applicants should duly complete the applications after reading the given instructions. Correction fluid or white outs should not be applied on applications and kindly note that the unclear applications will be rejected.
3. Application could be downloaded from the [www.army.lk/officer](http://www.army.lk/officer) Sri Lanka Army official website.
4. Downloaded applications should be printed on both sides of white A4 sheets.
5. Applicants must attach certified copies of following documents:
  - a. N. I C/Driving License/Passport (Copy)
  - b. Birth Certificate (Copy)
  - c. GCE (O/L) Certificates (Copy)
  - d. GCE (A/L) Certificates (Copy)
  - e. Degree Certificate with Transcript (Copy)
  - f. Certificates of Working Experience (Copy)
  - g. Other Education Professional Qualification Certificates (Copy)
6. You are required to mention **PROFESSIONAL OFFICERS VACANCIES -2021** on the top left corner of the envelope and sent under registered cover. Applicant are thoroughly advised to refrain from sending multiple applications.

Eg :

PROFESSIONAL OFFICERS VACANCIES -2021	
From	To: Directorate of Personnel Administration, Army Headquarters, Sri Jayewardenepura, Colombo

7. **Prerequisites of candidature for Professional Officers are attached as Annex A.**

8. **Service Regulation:**

a. The applicants get selected from the final interview will be enlisted as Professional Officers candidates and they are required to complete the Direct Enlist Officer Course of 6 months at Sri Lanka Military Academy prior to employ as Professional Officers in the Sri Lanka Army.

b. Uniforms and insignias, accommodation facilities, food and medical facilities will be provided by the Sri Lanka Army to the enlisted Officers.

c. Every Professional Officer is bound to a bond amount determined by the Commander of the Army for ten years (10) of service, that should be cleared at the occasion of being resigned during the bond period or getting enlisted by giving false information or bad health condition or misconduct or the person of authority decides within the bond period whenever getting resigned from the Army.

d. The enlisted Officer should be agreed to serve at any part of the country.

e. Not allowed to meet the parents/guardians or any other visitor without the permission of the person of authority during the Officer Cadet Course.

f. All candidates are subjected to security clearance by State Intelligent Service (SIS) and Military Intelligent Corp (MIC) prior to the commissioning in the respective ranks.

9. **Pay and allowance of Officers:** Entitled to receive the following gross salaries mentioned against the ranks while getting promoted to the under mention ranks after being commissioned. Furthermore, Professional Officers are entitled for allowances approved by the Government of Sri Lanka as per their professional qualification.

a.	Second Lieutenant	: Rs. 79,998.00
b.	Lieutenant	: Rs. 89,258.00
c.	Captain	: Rs. 97,268.00
d.	Major	: Rs. 103,538.00
e.	Lieutenant Colonel	: Rs. 110,688.00
f.	Colonel	: Rs. 128,118.00
g.	Brigadier	: Rs. 138,533. 00
h.	Major General	: Rs. 146,018.00

10. **Instruction to the applicants:**

a. Complete all the sections of the application downloaded from the web site [www.army.lk](http://www.army.lk) with clear hand writing in English.

b. Applications received after the deadline and incomplete applications will not be accepted.

c. The employees of defence services, Police, public service authorities, boards and civil organizations should forward the application only with the approval/recommendation of the head of the institution of current employment.

d. The applicants are required to produce originals of the following documents in three separate files at the interview.

(1) **File No 01:**

- (a) Birth Certificate.
- (b) GCE (A/L) Certificate.
- (c) GCE (O/L) Certificate. } Issued by the Department of Examination.
- (d) Degree Certificate with Transcript
- (e) Certificates of Working Experience
- (f) Certificates of other professional/academic qualification/s.

(2) **File No 02.** Sports and Leadership (School cadetting, scouting, Prefectship and etc) certificates should be placed in the order of international, national, provincial, district, zonal, divisional and school level.

(3) **File No 03:**

- (a) Certificates of extracurricular and other special achievements according to the order of international, national, provincial, district, zonal, divisional and school level).
- (b) Two-character certificates obtained within six months (one should compulsorily be from the principal of school).
- (c) Grama Niladhari Certificate (obtained within last six months).
- (d) Police report (obtained within last six months).
- (e) Any other certificates.

e. Applicants those who failed in producing the originals of the mentioned certificates at the interview will not be considered.

f. Only the certified photocopies of the certificates should be sent along with the applications and only the scanned copies of the certificates in pdf version should be attached when submitting the application through email. The Sri Lanka Army is not responsible in returning the originals of the certificates that are being sent along with applications.

g. Stating false information in the application would cause cancellation of the candidature or being discharged from the Sri Lanka Army.

h. The applicants are expected to produce the National Identity Card at the occasion of being called upon with regards to this post for the verification purpose.

i. Qualified candidates should be presented to a medical board prior to the final board of interview.

j. Shall obtain further information by visiting the web site [www.army.lk/officer](http://www.army.lk/officer) or calling [0112514605](tel:0112514605).

11. **Selection/interview:**

- a. The selected candidates will be informed the date, time and venue of the interview to the **postal address/telephone number/email address** that they have mentioned in the application.
- b. The expenses of attending the interview will not be borne by the Sri Lanka Army.
- c. The disqualified applicants will not be informed.

12. **Instruction to Fill the Application:**

- a. **Application should be filled by the block capitals**
- b. **Write your responses within the given cages.**
- c. **Refrain from using correction fluid/white-outs.**
- d. **Use the last page if the given space is not sufficient.**

**Guidelines to Complete the Application**

- a. **PROFESSION:** Write the correct profession you wish to apply. Write only one profession in the relevant column.

Consultant Radiologist	Sound Engineer Officer
Consultant Anaesthetist	Software Engineer
Consultant Anaesthetist	Network Engineer
Consultant Physician	Hardware Engineer
Consultant Neurosurgeon	IT Security Analyst
Consultant Psychiatrist	IT Auditor
Consultant Obstetrician & Gynaecologist	Network Security Engineer
Consultant General Surgeon	Cyber Security Specialist
Consultant in Restorative Dentistry	Cyber Crime Analyst
Consultant Orthodontist	Incident Analysis Responder
Dental Officers (Captain)	Visual Communication Engineer
Dental Officers (Lieutenant)	Civil Engineer
Dental Officers (2/Lieutenant)	Electrical Engineer
Accounts Officer	Mechanical Engineer
Western Band Officer	Surveyor
Dance Troupe Officer	Building Services Engineer

- b. **FOR OFFICIAL USE:** Do not write anything as this column is reserved for official use.

**PERSONAL DETAILS**

- c. **Name with initials:** Should not write more than one character in a cage. Leave a cage between each initial.
- d. **Name you prefer to be called:** Should mention the name which you prefer to be called.
- e. **Full Name:** Should mention the complete name with surname.

f. **Contact Nos:** mention two contact numbers of frequent use.

**Email Address:** Mention a valid email address since the interview call up letters will be sent via email.

g. **Date of Birth:** Fill Date/Month/Year as bellow:

eg:

2	5	1	2	1	9	9	9
D	D	M	M	Y	Y	Y	Y

**Age as at 31 Jan 2022:** Age for the date of deadline for the applications as below:

eg:

(Years/Months/Days)

19	Y	02	M	10	D
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h. **Height:** Mention your height in the relevant cages in inches.

Eg:

0	6	6	inch
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**Chest:** Should be mentioned correctly in inches.

Eg:

0	3	2	inch
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**Weight:** Should be mentioned correctly in kilogram.

Eg:

0	5	2	Kg
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**Sex:** should be mentioned whether you are male or female.

i. **NIC/Driving License/passport no:** It is mandatory to mention these information's.

j. **Postal address:** Kindly mention the address you reside.

k. **Marital State:** mention whether you are single/married/unmarried/widowed/divorced.

**Province :** The district you belong.

**District:** The district you belong.

l. **ED & No:** Electoral division and its number/letter you belong.

Eg :

GALGE	28
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**GN Division & No:** Grama Niladhari Division and the number.

Eg :

GALGE	1002
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m. **PROFESSIONAL QUALIFICATIONS:** Mention the details of the degree which you have been awarded with.

n. **PROFESSIONAL (WORKING) EXPERIENCE:** Provide correct details related to your past employments. Please note that academic internship will not be considered as working experience.

**Total Working Experience:** Calculate and write the total period of working experience.

Eg:

11	Y	02	M	10	D
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o. **Details of your memberships of professional associations, if any:** Provide the details of your professional memberships.

## EDUCATIONAL QUALIFICATIONS

p. **GCE A/L or Equivalent Exam :** Fill the cages accordingly depending on the number of attempts you have made with correct index number.

q. **GCE O/L or Equivalent Exam :** Fill the cages accordingly depending on the number of attempts you have made with correct index number.

r. **Other Academic Qualifications:** Details of educational qualifications other than the school educational qualifications.

s. **Sports Activities:** Provide details of your achievements in sports activities

t. **Leadership Activities:** Provide details of your leadership activities such as scouting, school prefect, school cadeting and other leadership activities.

u. **Extracurricular Activities:** Clearly mention the details of the extracurricular activities such as competition, participation and memberships etc.

## OTHER IMPORTANT DETAILS

- v. **Records of previous service in Sri Lanka Armed Forces (if any):** Please provide the details if you have served or currently serve in Armed Forces (Army/Navy/Air Force) including Police and CSD.
- w. **Details of Occupation:** Mention the details of your previous/current occupation/s, if any. If you are still employed, the employer must certify it.
- x. **Dual Citizenship (If any):** Please mention correct details if you hold dual citizenship.
- y. **Have you ever applied for any position in the Tri-Services/ Police or any other armed service? (if any):** Provide the details of your previous attempt to joined Tri Services or Police.
- z. **Family details:** Provide the details of your parents/guardian and siblings.
- aa. **Name and contact Number of NOK:** Provide name and contact number of your next of kin (NOK).
- ab. **Details of blood relations who serve/d in the Sri Lanka Army (if any):** Provide the details of the blood relative/s serve or had served in the Sri Lanka Army.
- ac. **Have you or any of your close relatives ever been convicted or found guilty or have any court case against at any Court of Law? (If any, provide full particulars of each case)** State accurate information if you or any of your close relatives have been convicted or found guilty at any court of law or cases pending at any court of law.
- ad. **Details of two non-relatives who are aware of your character and qualifications very well:** Provide correct details and contact numbers of two non-relatives where we could obtain conformation of your details provided in this application.
- ae. **Date:** Date you fill the application  
**Signature:** Do not forget to sign after completing the application.
- af. **Document Attached:** It is mandatory to mark the correct box for the documents attached.
- ag. **In case of insufficient space, use this space or separate sheet and provide additional details:** If the space provided in the respective columns is insufficient the applicants may use this space or separate sheet to provide the additional details.

**ANNEX A TO**  
**INSTRUCTION SHEET FOR APPLICATION**

**PRE-REQUISITES FOR PROFESSIONAL OFFICERS OF THE REGULAR FORCE OF THE SRI LANKA ARMY**

<b>MEDICAL CONSULTANT OFFICERS</b>							
<b>SER</b>	<b>PROFESSION</b>	<b>RANK</b>	<b>SEX</b>	<b>CIVIL STATUS</b>	<b>AGE</b>	<b>PROFESSIONAL QUALIFICATIONS</b>	<b>WORKING EXPERIENCE</b>
1	Consultant Radiologist	Lieutenant Colonel	Male /Female	Married/ Unmarried	Preference will be given to those who are below 45 years of age by 31 Jan 2022.	<b>MD (Radiology)</b> - Should be a consultant Radiologist with the Board Certification of Postgraduate Institute of Medicine, University of Colombo.	Should possess a minimum of 10 years' service in the Medical Profession.
2	Consultant Anaesthetist					<b>MD ((Anaesthesiology)</b> - Should be a Consultant Anaesthetist with the Board Certification of Postgraduate Institute of Medicine, University of Colombo.	
3	Consultant Anaesthetist					<b>MD (Chemical Pathology)</b> - should be a Consultant Chemical Pathologist, with the Board Certification of Postgraduate Institute of Medicine, University of Colombo.	
4	Consultant Physician					<b>MD (Medicine)</b> - Should be a Consultant Physician with the Board Certification of Postgraduate Institute of Medicine, University of Colombo.	
5	Consultant Neurosurgeon					<b>MS/MD (Surgery)</b> - Should be a Consultant Neuro Surgeon with the Board Certification of Postgraduate Institute of Medicine, University of Colombo.	
6	Consultant Psychiatrist					<b>MD (Psychiatry)</b> - Should be a Consultant Psychiatrist with the Board Certification of Postgraduate Institute of Medicine, University of Colombo.	
7	Consultant Obstetrician & Gynecologist					<b>MS/MD (Gyn &amp; Obs)</b> - Should be a Consultant Obstetrician & Gynaecologist with the Board Certification of Postgraduate Institute of Medicine, University of Colombo.	
8	Consultant General Surgeon					<b>MS/MD (Surgery)</b> - Should be a Consultant General Surgeon with the Board Certification of Postgraduate Institute of Medicine, University of Colombo.	
9	Consultant in Restorative Dentistry					a. Should be a specialist in the relevant dental specialty with a postgraduate MD Degree obtained/recognized by Post Graduate Institute of Medicine (PGIM) Sri Lanka	
10	Consultant Orthodontist					and b. Should be board certified as a consultant of the relevant dental field	

1. Basic educational and other qualifications required for **Dental Officers, IT Officers, Engineering Officers and Other Professional Officers** are as follows:

**Basic Qualifications**

- a. Citizenship : Should be a Sri Lankan citizen.
- b. Height : Male - Should not be less than 5'6".  
Female - Should not be less than 5'3"
- c. Weight : Male - Should not be less than 52 kg (118 lbs).  
Female - Should not be less than 45 kg (99 lbs).
- d. Chest : Male - Should not be less than 32'.
- e. Eyesight : Both eye 6/6.
- f. Body Mass Index (BMI) will be considered.

**Basic Educational Qualification:**

(1) **GCE (O/L) Examination.** Passed **six (06) subjects** with minimum of **four (04) Credit passes** in one sitting and compulsory Credit passes for **English, Mathematics and Sinhala or Tamil** not more than in two attempts. The candidates who have obtained a **simple pass** for English at GCE (O/L) will be considered if they possess any **NVQ Level -4 or above** diploma/degree in English medium offered by a UGC recognized university/institute or obtain a Credit pass for English subject at GCE (A/L) examination.

(2) **GCE (A/L) Examination.** Possess **three (03) Simple Passes** and obtain 30% marks for the Common General Test in one (01) sitting and not more than three (03) attempts with "YES" for university admission.

Or

(3) An equivalent result obtained at an internationally recognized examination such as **Pearson/Edexcel, GCSE, GCE and Cambridge** may also be considered with the acceptance of the Department of Examination, Sri Lanka recognizing that these exams are equivalents to GCE (O/L) and GCE (A/L) in Sri Lanka. The candidates to provide a certificate obtained from the UGC/Exam Department of Sri Lanka, stating that relevant examinations and their results are similar to the GCE (O/L)/ and GCE (A/L) examination.

**Other Qualifications.** Proficiency of language/s other than Sinhala and English, sports, leadership and any other achievements of national and international levels are considered as an added qualification.

<b>DENTED OFFICERS</b>						
<b>SER</b>	<b>PROFESSION</b>	<b>RANK</b>	<b>SEX</b>	<b>CIVIL STATUS</b>	<b>AGE</b>	<b>PROFESSIONAL QUALIFICATIONS</b>
1	Dental Officers	Captain	Male/ Female	Married/ Unmarried	Below 32 years by 31 Jan 22	a. Should possess a BDS Degree from a local or foreign university recognized by the UGC Sri Lanka and Sri Lanka Medical Council.  and b. Should have full registration in the Sri Lanka Medical Council as a Dental Surgeon.
2		Lieutenant		Unmarried	Below 28 years by 31 Jan 22	Should possess a BDS Degree from a local or foreign university recognized by the UGC Sri Lanka and Sri Lanka Medical Council.
3		Second Lieutenant			Below 25 years by 31 Jan 22	Should be a BDS student who has completed the 3 <sup>rd</sup> year examination and qualified for the fourth (04 <sup>th</sup> ) year studies.

<b>ENGINEERING OFFICERS</b>							
<b>SER</b>	<b>PROFESSION</b>	<b>RANK</b>	<b>SEX</b>	<b>CIVIL STATUS</b>	<b>AGE</b>	<b>PROFESSIONAL QUALIFICATIONS</b>	<b>WORKING EXPERIENCE</b>
1	Civil Engineer	Captain	Male/ Female	Married/ Unmarried	Below 32 years by 31 Jan 22	Should possess a BSc Engineering Degree or equivalent professional qualification in Civil Engineering, Electrical Engineering, Mechanical Engineering and Surveyor from a local or foreign University recognized by the UGC in Sri Lanka.  1. Candidates who possess a BSc degree in Civil Engineering, Electrical Engineering, Mechanical Engineering may apply for the post of Building Services Engineer.	Should have a minimum 2 ½ years of industrial experience in relevant field. (Academic internship will not be considered as experience)
2	Electrical Engineer						
3	Mechanical Engineer						
4	Surveyor						
5	Building Services Engineer						

<b>IT OFFICERS</b>							
<b>SER</b>	<b>PROFESSION</b>	<b>RANK</b>	<b>SEX</b>	<b>CIVIL STATUS</b>	<b>AGE</b>	<b>PROFESSIONAL QUALIFICATIONS</b>	<b>WORKING EXPERIENCE</b>
1	Software Engineer	Captain	Male/ Female	Married/ Unmarried	Below 32 years by 31 Jan 22	1. Should possess a BSc Degree in relevant discipline from a local or foreign university recognized by the UGC Sri Lanka. 2. Specialized certifications & reading for MSc of the relevant field will be an added advantage.	Should have a minimum 2 ½ years of industrial experience in relevant field. (Academic internship will not be considered as experience)
2	Network Engineer						
3	Hardware Engineer						
4	IT Security Analyst						
5	IT Auditor						
6	Network Security Engineer						
7	Cyber Security Specialist						
8	Cyber Crime Analyst						
9	Incident Analysis Responder						
10	Visual Communication Engineer						

**OTHER PROFESSIONAL OFFICERS**

SER	PROFESSION	RANK	SEX	CIVIL STATUS	AGE	PROFESSIONAL QUALIFICATIONS	WORKING EXPERIENCE
1	Account Officer	Captain	Male	Married/ Unmarried	Below 32 years by 31 Jan 22	<p>a. Should possess a minimum 04 years full time degree in field of Accounting/Finance from any university recognized by the UGC in Sri Lanka.</p> <p>(1) Bachelor of Science (SP) in Accounting / Finance / Financial Management.</p> <p>(2) Bachelor of Business Administration (SP) in Accounting / Finance</p> <p>(3) Bachelor Of Business Management (SP) in Accountancy / Finance</p> <p>(4) Bachelor of Commerce (SP)</p> <p style="text-align: center;">and</p> <p>b. Business level II / Similar stages in CA Sri Lanka or Passed in Management Level in Chartered Institute of Management Accountants (CIMA - UK) or Passed in Managerial Level (Level 3) in Institute of Certified Management Accountants of Sri Lanka (CMA - SL) or Skills Level of Association of Chartered Certified Accountants (ACCA - UK)</p>	Should have a minimum 2 ½ years of industrial experience in relevant field. (Academic internship will not be
2	Western Band Officer					Passed the Western Music Degree from a local or foreign university recognized by UGC in Sri Lanka.	
3	Dance Troupe Officer					Should possess a degree in Bachelor of Dancing or Bachelor of Performing Arts from a local or foreign university recognized by the UGC in Sri Lanka.	
4	Sound Engineer Officer					Should possess a BSc Degree in Sound Engineer or any relevant Sound Engineering Degree from a Local or foreign University recognized by the UGC in Sri Lanka.	