

**Selection of Grade I officers of the Sri Lanka Educational Administrative Service to the posts of Additional Provincial Director of Education and Zonal Director of Education for the vacancies existing under the North Central Provincial Department of Education -
Criteria for awarding marks in the interview**

Title	
01. Seniority 3 marks for each year of promotion to Grade I of the Sri Lanka Educational Administrative Service (up to a maximum of 10 years) (06 months or more than 06 months, less than a year - 0.5 marks each after promoting to Grade I of the Sri Lanka Educational Administrative Service)	30
02 Experience in the field/fields 2.1. Maximum marks of 04 for 02 projects carried out for educational development, 02 marks each (These projects shall be projects in which the officer has made a direct contribution with formal approval and the project report, time frame and progress of the project shall be submitted) 2.2. Service Experience Marks shall be awarded only for formal appointment letters issued by the relevant appointing authorities subject to the maximum marks. I. Experience in School Management (03 marks for 3 years at the rate of 01 mark for each year of service of Principal post approved for the Sri Lanka Educational Administrative Service) II. Experience in Office Management (08 marks for one year of service in a Grade I post other than a Principal post in the Sri Lanka Educational Administrative Service)	15
03. Professional Qualifications/Research Innovations (3.1, 3.2, 3.3, 3.4 and 3.5 shall be awarded only for the highest qualification) 3.1. Educational Qualifications (Select the relevant field from the fields/subjects specifically mentioned in the relevant Service Regulations/Recruitment Procedures) a. PhD - 08 Marks b. Master of Philosophy - 06 Marks c. postgraduate degrees (MA, MSc, MBA etc.) not considered for promotion to First Class/Grade) - 05 Marks d. Postgraduate degrees not considered for exemption from the efficiency bar - 04 Marks e. First degree obtained in addition to the first degree recruited to the service - 03 marks Note: No marks shall be given for educational qualifications applied as a basic qualification during recruitment, for efficiency Bars, for grade promotions, or for any other reason.	25

3.2 Research and Innovation

- a) Research papers written in the relevant field published in an internationally recognized academic journal - 04 marks
- b) Research papers written in the relevant field published in a recognized academic journal - 03 marks
- c) Successfully implemented innovation/IT plan development within the area working - 02 Marks

Note: For this purpose, marks shall not be awarded for projects considered in 2.1.

3.3 Training in the field of educational administration

(This training shall be a subject-specific training on educational management, shall be relevant to the appointment and duties of the relevant officer, and shall have been obtained from an institution recognized by government at the provincial or national level)

- a) 3 months or more - 5 Marks
- b) 10 days to 3 months - 3 Marks
- c) 3 days to 10 days - 2 Marks

Note: marks shall not be awarded For the Sri Lanka Educational Administrative Service In-Service Training Certificate, Capacity Development Training Course Certificates in Educational Management and Administration

3.4 English language proficiency

- a.) Diploma in English Language obtained from a recognized University or Government Training Institute - 04 marks (one year or more)
- b.) Certificate in English Language obtained from a recognized University or Government Training Institute - 03 marks (06 months or more)

Note: This is considered as an additional qualification and not be a qualification to get the first appointment.

3.5 Proficiency in Information Technology

This training shall be completed from government recognized institution at provincial level or national Level.

- a) Diploma in Information Technology - 04 marks (1 year or more)
- b) Certificate Course in Information Technology - 03 marks (6 months or more)

Note: This is considered an additional qualification and shall not be a qualification obtained for the first appointment.

4. Service Appreciation/Commendation Certificates (General Form 230B) Award Certificates/Achievements a) National Level - (10 Marks considering only 01) b) Provincial Level - (04 Marks considering only 02) c) Zonal Level - (03 Marks considering only 02)	10
05. Behavioral Skills The applicant shall submit a hard copy of the development plan that is expected to achieve the objectives of the institution in relation to the current workplace, and shall make a 05-minute oral presentation using Power Point Presentation, drawing on their practical experience. Marks shall be given for this under the following points: I. Time Management - 3 marks II. Communication Skills - 4 marks III. Content (Institutional Aims and proposals) - 5 marks IV. Overall Presentation - 5 marks V. Personality - 3 marks	20

Note 1- As stated in the Public Service Commission Circular 01/2025 and the circular dated 2025.09.30, the term "recognized university" in the above marking scheme refers to a university recognized by the University Grants Commission of Sri Lanka.

Note 2 - All postgraduate qualifications mentioned in the above marking scheme shall be obtained from a university recognized by the University Grants Commission of Sri Lanka, and if such qualifications are obtained from other degree-awarding institutions, they must be recognized by the said Commission.



K.M.H.S.K. Jayalath

Secretary

**Ministry of Education, Information Technology, Law and Order, Finance and Planning,
Special Projects, Tourism, Sports and Cultural Affairs,
North Central Province.**