



UNIVERSITY GRANTS COMMISSION

COMMISSION CIRCULAR NO. 10/ 2018

No. 20, Ward Place,
Colombo 07.

October 03, 2018

Vice Chancellors of Universities
Rectors of Campuses
Directors of Institutes

SCHEME OF RECRUITMENT FOR THE POST OF SPECIMEN COLLECTOR

The University Grants Commission at its 994th meeting held on 06.09.2018 approved the annexed Scheme of Recruitment for the post of Specimen Collector to be implemented in the University System.

2. The above decision will be enforced with effect from 15.10.2018.
3. Please take action accordingly.


Professor Mohan de Silva
Chairman

Copies :

1. Secretary/ Ministry of Higher Education & Cultural Affairs
2. Chairman's Office/UGC
3. Vice-Chairman/UGC
4. Members of the UGC
5. Secretary/ UGC
6. Deans of Faculties
7. Registrars of Universities
8. Accountant/UGC
9. Bursars of Universities
10. Librarians/SAL/AL of the Higher Educational Institutions/ Institutes
11. Deputy Registrars/ Snr. Asst. Registrars/ Asst. Registrars of Campuses/Institutes
12. Deputy Bursars/ Snr. Asst. Bursars/Asst. Bursars of Campuses/Institutes
13. Internal Auditor/UGC
14. Govt. Audit Superintendents of Universities
15. Deputy Int. Auditors/ Snr. Asst. Int. Auditors/Asst. Int. Auditors of HEIs
16. Secretaries of Trade Unions
17. Auditor-General

UGC/HR/2/3/65

D/-

SCHEME OF RECRUITMENT FOR THE POST OF SPECIMEN COLLECTOR GR. III, GR. II, GR. I

POST AND SALARY CODE	METHOD OF RECRUITMENT	QUALIFICATIONS
Specimen Collector U- PL 2 (III)	<p>By advertisement within the UGC and HEIs in first instance.</p> <p>If no suitable applicants are available internally recruitment by an Open advertisement.</p> <p>Selection by trade test and interview.</p>	<p><u>External Category</u></p> <p>(i) Should pass in six subjects at the G.C.E. (O/L) examination in two sittings including Sinhala /Tamil, Science as subjects. AND</p> <p>(ii) Should study in Bio-Science stream for G.C.E. (A/L) examination AND</p> <p>(iii) Should have possessed two years' experience in Botanical Garden, Agricultural farm or Plant nursery with capability of identifying and collecting plant specimen.</p> <p>* Preference will be given for who have knowledge in plant species, specimen conservation, nursery development and laboratory work.</p> <p><u>Internal Category</u></p> <p>i) Having obtained the qualifications required by the external candidates above OR</p> <p>ii) Employees in Unskilled Level who have completed a minimum of five (05) years of satisfactory service and the qualifications required by the external candidates above</p> <p>Age should be not less than 18 years and not more than 45 years. The upper age limit will not apply to the internal candidates.</p>
Specimen Collector U- PL 2 (II)	<p>By Promotion.</p> <p>Selection by interview</p>	<p>Specimen Collector (G.III) who has 10 years satisfactory service in that grade can be considered for promotion.</p>
Specimen Collector U- PL 2 (I)	<p>By Promotion.</p> <p>Selection by interview</p>	<p>Specimen Collector (G.II) who has 9 years satisfactory service in that grade can be considered for promotion</p>