Open Recruitment to the Post of Counseling Officer in the Associated Officers' Service Category of the Department of -2026

01. Applications are invited from qualified Sri Lankan citizens for 13 vacancies in the post of Counseling Officer in the Department of Prisons.

02. Duties of the Post:

Rehabilitation and counseling of prisoners or other relevant individuals addicted to narcotic drugs, Prevention and counseling regarding sexually transmitted diseases (STDs), Rehabilitation of persons with disabilities, and rehabilitation/ counseling work related to mentally ill patients, Providing necessary advice and guidance to uplift the mental well-being of prison officers, submitting proposals regarding required recommendations and programs, and implementing them upon the approval of the Head of the Department.

03. Nature of the Post:

Permanent and pensionable.

04. Monthly Salary Scale:

4.1: Rs. 53,060 – 10 × 800 – 11 × 1,190 – 10 × 1,320 – 5 × 1,350 – 94,100/- (MN 4 – 2025)

(In accordance with the provisions of the Public Administration Circular No. 10/2025 dated 25.03.2025, salaries will be paid on the initial step corresponding to Rs. 53,060/- as stated in Schedule II).

4.2: The First Efficiency Bar Examination must be passed before the completion of 03 years from recruitment to Grade III of Counseling Officer.

4.3: Proficiency in the relevant official language(s) must be acquired in accordance with Public Administration Circular 18/2020 and subsequent circulars.

05. Recruitment Qualifications:

5.1 Educational Qualifications:

According to the Public Service Commission Circular No. 01/2025, possessing a Special Degree or General Degree in Counseling, Criminology, Sociology, Social Anthropology, Psychology, or parallel subjects from a recognized university.

(Note: The authenticity of the respective degree will be verified with the relevant university prior to confirmation in the post or granting promotions).

5.2 Professional Qualifications:

Professional qualifications obtained relevant to the field will be considered an added qualification.

5.3 Experience:

Experience gained relevant to the field will be considered an added qualification.

5.4 Physical Qualifications:

Every applicant must possess sufficient physical and mental fitness to serve in any part of Sri Lanka and to perform the duties of the post.

5.5 Restrictions on Qualifications:

i. Must be a citizen of Sri Lanka.

ii. Must bear an excellent moral character.

iii. Persons holding any religious ordination are not permitted to apply for this post.

iv. All qualifications required for recruitment must be completed in every respect on or before the closing date for applications.

v. Qualifications stated under sub-sections 5.4 and 5.5 (i), (ii) will remain applicable until recruitment to Grade III of the Counseling Officer post.

06. Age Limit:

6.1 Minimum Limit: Not less than 18 years.
6.2 Maximum Limit: Not more than 35 years.

07. Method of Recruitment:

7.1 Aptitude Evaluation Interview:

Key Scoring Criteria	Maximum Marks	Minimum Marks Considered for Selection
Practical presentation of counseling	50	25
Additional educational qualifications	10	Not Applicable
Professional qualifications	10	
Experience	10	
Language efficiency	10	
Computer knowledge	05	
Performance & Competencies shown at the interview	05	
Total	**100**	

i. To be selected for the post of Counseling Officer, obtaining at least 25 out of 50 marks for the practical presentation of counseling in the table above is mandatory.

ii. Recruitment will be made according to the order of merit of total marks obtained at the aptitude evaluation interview, based on the number of existing vacancies.

08. Method of Application:

8.1: Applications must be prepared in accordance with the specimen form attached to this notice.

8.2: Applications not conforming to the prescribed specimen form, improperly completed, or received after the closing date will be rejected without notice. Applicants must bear any loss resulting from failure to complete the application properly.

8.3: The applicant's signature on the application must be attested by a Principal of a Government School, a Justice of the Peace, a Commissioner for Oaths, an Attorney-at-Law, a Notary Public, a Commissioned Officer of the Three Armed Forces, an officer holding a gazetted post in the Police Service, a staff-grade officer holding a permanent post in the Government Service, or (if the applicant is currently in Government/Provincial Public Service) by the Head of the Institution.

8.4: Officers currently in Government Service must submit their applications through their Head of Department before the closing date. The Head of the Institution must certify that the officer can be released from their current institution if selected.

8.5: The top left-hand corner of the envelope containing the application must be marked: "Open Recruitment to the Post of Counseling Officer in the Associated Officers' Service Category of the Department of Prisons".

Completed applications must be sent on or before 15.12.2026 to below mentioned address,

Commissioner General of Prisons,

Establishments Branch,

Prison Headquarters,

No. 150, Baseline Road,

Colombo 09.

Any matter not provided for herein will be decided by the Commissioner General of Prisons. All applicants are bound to act in accordance with the general rules stated herein.



R. Prasad Hemantha Kumara
Commissioner General of Prisons (Covering up Duties)

R. Prasad Hemantha Kumara
Commissioner General of Prisons (Cov. Up)
Prison Headquarters
Colombo 09.

Specimen Application Form for Recruitment to the Post of Counseling Officer

in the Associated Officers' Service Category of the Department of Prisons.

01. i. Full Name: .....

ii. Name with Initials: .....

02. Permanent Address: .....

03. National Identity Card Number: .....

04. Date of Birth: Year: ..... Month: ..... Date: .....

05. Age as at 15.12.2026: Years: ..... Months: ..... Days: .....

06. Sex (Female / Male): ..... **07.** Civil Status: .....

08. i. Telephone Number: Mobile: ..... Landline: .....

ii. Email Address: .....

09. Educational Qualifications: (Attach a copy of each certificate)

Name of the Course	**Subjects & Grades**	**Registration No. (Student No.)**	**Name of the University**	**Effective Date of the Degree**
1. Degree:				
02. Other Qualifications:				

10. Professional Qualifications: (Must be verified by certificates or letters)

Professional Qualification	**Duration (Number of Years)**	**Name of the Institution**
01.	01.	01.
02.	02.	02.
03.	03.	03.

11. Experience: (Must be verified by certificates or letters)

Post	**Time (No .of Years)**	**Name of the Institute**
01.	01.	01.
02.	02.	02.
03.	03.	03.

(N.B. – Certified copies of certificates and documents proving qualifications must be attached. Applications sent without attaching relevant certificates and documents will be rejected without any notice.)

12. Applicant's Declaration:

I, hereby certify that the above particulars are true and accurate. I am well aware that if any information furnished by me is found to be false or incorrect before or after recruitment to the post of Counseling Officer, my appointment is liable to be canceled.

....

Date Signature of the Applicant

13. Attestation of Signature:

I, personally know Mr./Mrs./Miss ..... who is submitting this application, and I certify that he/she placed his/her signature below in my presence on ..... .

....

Date Signature of the Attesting Officer

Full Name of Attesting Officer: .....

Designation: .....

Address: .....

(Please place the official stamp)

14. For Applicants Currently in Government / Provincial Public Service Only:

I state that Mr./Mrs./Miss ..... is employed in this institution as a ....., that his/her work and conduct are satisfactory, that there are / are no disciplinary inquiries or disciplinary offenses against him/her, and that if selected for the post, the applicant can / cannot be released from his/her current post.

....

Date Signature of Head of Department / Institution