

SPECIMEN APPLICATION

Recruitment for the Post of Legal Officer (Executive Category –Grade III) of the Department of Probation and Child Care Services-Open Basis - 2024

Medium appearing for the interview

(write the number corresponding to the medium applied for in the cage) Sinhala -2 / Tamil -3/ English -4 (For office use only)

Note: - It will not be allowed to change the medium applied.

1. 1.1 Name in Full (Mr. /Mrs./Miss) :-----
(In Sinhala / Tamil)

1.2 Name in Full :-----
(In block capitals)

1.3 Name with initials (Mr. /Mrs./Miss) :-----
(In Sinhala / Tamil)

1.4 Name with initials (Mr. /Mrs./Miss : -----
(In block capitals)

2.0 2.1 Permanent address : -----
(In Sinhala / Tamil)

2.2 Permanent address :-----
(In block capitals)

2.3 Telephone No. :-----

3.0 3.1 Gender : Female - 0 ☐

Male- 1 (write the relevant number in the cage)

3.2 Marital Status: Married - 1 ☐

Unmarried -0 (write the relevant number in the cage)

3.3 Date of Birth :..... Year:Month:Date:

3.4. Age as at 27.07.2025: Years:Months:Days:

3.5. National Identity Card No.:

4.0 4.1 Details of qualifications acquired in relation to the notification for calling applications for the interview. :

| Qualification | Institution from which the qualification acquired | Date Acquired |
|---------------|---|---------------|
| | | |
| | | |

4.2 Date of taking oaths as an Attorney-at-Law in the Supreme Court:.....

4.3 Details in relation to acquiring each qualification under No. 06 of the notification for calling applications:

i. Additional Educational Qualifications:

| Qualifications | Acquired Institution | Date Acquired |
|----------------|----------------------|---------------|
| | | |
| | | |

ii. Additional Professional Qualifications:

| Qualifications | Acquired Institution | Date Acquired |
|----------------|----------------------|---------------|
| | | |
| | | |

iii. Knowledge on Information Technology :

| Qualifications | Acquired Institution | Date Acquired |
|----------------|----------------------|---------------|
| | | |
| | | |

iv. Proficiency in Languages :

| Qualification | Acquired Institution | Date Acquired |
|---------------|----------------------|---------------|
| | | |
| | | |

5. Have you ever been convicted for any charge by the court?
(Mark (✓) in the relevant cage) If “yes” describe).....

| | |
|-----|--|
| yes | |
| No | |

6. Certification of the Applicant:

I, do hereby declare that the particulars furnished by me in this application are true and accurate and have duly completed all the sections in it, and I am aware that I will be disqualified if this statement made by me is found to be incorrect prior to appointment or will subject to dismissal if it is found after appointment. Further, I agree to abide by all the rules and regulations.

.....
Date

.....
Signature of the Applicant

7.0 Attestation of the Applicant's Signature :

I, do hereby certify that Mr./Mrs./Miss. forwarding this application is known to me personally and that he/she placed his/her signature before me on

.....
Date

.....
Signature of the Attester

Name in Full :
Designation :
Date :

(Confirm by placing the official seal)

8.0 Recommendation of the Head of the Department: (only for the officers in public service)

I certify that Mr. Mrs. Miss mentioned above is serving in this institution and the particulars furnished by him/her are correct. Further, his/her work and attendance are satisfactory and has no charge against him/her and can be released from the duties of this institution if selected for this post.

.....
Signature of the Head of the Department

Name :
Title :
Address:
Date :
(Place the official seal)

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