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**Application for the Post of.....****1.0 Personal Information:**

1.1. Name with Initials: .....

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1.2. Name in full (English): -.....

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1.3. Name in full (In Sinhala/Tamil): -.....

1.4 Permanent Address (English): -.....

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1.5 Gender: -.....

1.6 Marital Status: - .....

1.7 National Identity Card: -

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1.8 Date of Birth: - Date

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Month

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Year

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1.9 Telephone No:

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1.10 District: -.....

1.11 Email Address: -.....

**2.0 Educational Qualifications: -**

2.1 G. C. E. (O/L) Examination: Year: -..... Index No: - .....

	Subject	Grade		Subject	Grade
1			6		
2			7		
3			8		
4			9		
5			10		

**For office use only**

2.2 G. C. E. (A/L) Examination: Year: -..... Index No: - .....

	Subject	Grade
1		
2		
3		
4		

### 2.3 Higher Educational Qualifications

	University/ Institute Name	Qualification Type (Degree/Master/ PhD)	Qualification Category	Level of Education (General/ Special)	Graduation Year	Graduation Month	Class ( First Class / Second Class Upper / Second Class Lower / Pass)	Duration (Years)	Awarding Country
Eg;	ABC	Degree	Information Technology	General	2008	December	Pass	03	Sri Lanka

### 3.0 Other Qualifications (Professional, Vocational, and Other Qualifications)

	Institute/Organization	Qualification	Category (Vocational, Professional, Other)	Date Award
Eg;	ABC	Chartered IT Professional	Professional	2015-08-15

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#### 4.0 Other Performance and Skills

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#### 5.0 Working Experiences

	Company/Institute/Organization	Applicant Designation	From	To
Eg;	ABC	IT Officer	2013-07-15	2015-08-15

#### 6.0 Extra Curricula Activities

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#### 7.0 Non- Related Referees

Name/Telephone No	Position	Address

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8.0 Declaration of the Applicant

- (a) I respectfully declare that the particulars furnished by me in this application are true and correct to the best of my knowledge. I agree to bear the loss which may occur due to incomplete and /or incorrect completion of any part of this application. Further, I state that, all sections of this application completed are true and correct to the best of my knowledge.
- (b) I shall not subsequently change any information stated above.

.....

**Date**

.....

**Applicant's Signature**

9.0 This part is applicable only for candidates who engage in government employment.

Attestation of the head of the Department/ Institution:

I hereby certify that Mr./Mrs./Miss .....who is working in this ministry/department/institution, is working in the post of..... and his/her work and conduct are satisfactory, no disciplinary action pending against him/her and no decision has been taken to impose any such in the future. If he/she will be selected for this post, he/she can/cannot be released from the service.

Date .....

.....

**Signature of the Head of the Department or Authorized Officer**

Name: .....

Designation: - .....

Ministry / Department: -.....