APPLICATION FORM

Development Lotteries Board

APPLICATION FOR THE POST OF

IT ASSISTANT – NETWORK AND SYSTEM ADMINISTRATION

1.1 Name with Initials	Mr./Mrs./Miss
Name in Full	

1.2 Postal Address	
WhatsApp Number:	
Contact Number:	
Email Address:	

1.3 NIC Number	

1.4 Date of Birth	D	D	M	M	Y	Y	Y	Y
Age as at the closing date	Years		Months		Days			

1.5 Civil Status	Married		Unmarried	

1.6 Are you a citizen of Sri Lanka?	☐ Yes ☐ No

2. Educational Qualifications

G.C.E. Ordinary Level (O/L) Examination Results :

A :		B :		C:		S:		W:	

Year: ....

Subject	Grade
Mathematics	....
English	....

G.C.E. Advanced Level (A/L) Results
Stream:
☐ Mathematics
☐ Technology
☐ Biological Science
☐ Commerce
☐ Arts

Year: ....

Subject	Grade
1.	
2.	
3.	
4. General English	

This vacancy is exclusively open to graduates. Applicants must have completed a recognized Bachelor's Degree.

Are you a graduate? ☐ Yes ☐ No

Field of Study: ....

(E.g., Bachelor of Computer Science)

University / Institute: ....

Year of Completion: ....

3. Professional / Technical Qualifications

(List relevant IT-related certifications, diplomas, or training programmes)

1..

2..

3..

4..

5..

6..

7..

8..

9..

10..

11..

12..

4. Work Experience

Do you have prior experience in IT related projects? ☐ Yes ☐ No

Year	Organization	Position Held/Title	Period of Employment	Key Projects / Responsibilities
				1…………………………………………..... 2…………………………………………. 3…………………………………………. 4………………………………………….
				1…………………………………………... 2…………………………………………. 3…………………………………………. 4………………………………………….
				1…………………………………………... 2…………………………………………. 3…………………………………………. 4………………………………………….
				1…………………………………………... 2…………………………………………. 3…………………………………………. 4………………………………………….

05. Names of two non-related referees, with addresses and contact numbers

Name	Address	Designation	Contact Number

06. Have you ever been convicted of a criminal offence in a Court of Law? If so, please provide details:

………………………………………………………………………………..

07. Photocopies of the following documents (not originals) should be attached:

a) **Birth Certificate**
b) **Certificates of Educational Qualifications (O/L and A/L)**
c) **Degree Certificate and Academic Transcript**
d) **Certificates of Professional Qualifications**
e) **Letters of Employment/Work Experience**
f) **Copies of any other achievement certificates**

I hereby certify that the particulars furnished by me in this application are true and accurate. I am also aware that if any information provided herein is found to be false or incorrect, I am liable to be disqualified before selection, or to be dismissed without compensation if such an error is discovered after appointment.

Date:…………………….   ……………………………………

                                         Signature of Applicant

Certificate of the Head of Department / Institution

(Only for applicants serving in the Public Service / Government Corporations / Statutory Boards)

Chairman/CEO,

I recommend and forward the application of Mr/Mrs/Miss …………………………….

**…………………………………….. Holding the post of …………………………………………
in this institution. I certify that his/her work and conduct are satisfactory and that he/she
has not been subject to any disciplinary action. He / She can be released / cannot be released
from service if selected for this post.**

……………………………..

   Date

………………………………

**Signature of Head of Department /
Institution (Official stamp)**