



Road Development Authority

Application for the Post of Director - Administration & Facility Management – (HM 1-3)

(For External Candidates)

1	Name with initials:				
2	Name in full:				
3	Gender: (Male/Female)				
4	Present Position:				
5	Place of work:				
6	Present Salary Code: (If any)				
7	Date of Birth (Y/M/D):				
8	NIC Number:				
9	Permanent Address:				
10	Mailing Address: (If reside at a temporarily address)				
11	Telephone Number	Official:		Mobile:	
12	E-Mail Address				

13. Basic Requirements:

13.1 Degree Qualification

Title of the Degree	Name of the University	Local or Foreign	Effective date of Qualification

Note: A copy of the certificate should be attached.

13.2 Postgraduate Degree Qualification

Title of the Master's Degree	Name of the University	Local or Foreign	Effective date of Qualification

Note: A copy of the certificate should be attached.

13.3 Total Working Experiences / Service Records (From higher position to lower position)

Organization	Position / Designation	Salary Code (If Any)	Period		No. of	
			From	To	Y	M

Note: Copies of the service certificates for experiences should be attached.

14. Additional Qualifications:

S. No.	Degree/ Master's/ Chartered / PGD/ Dip/ Certificate	University/ Institution	Duration	Effective date of Qualification

15. Non-related Referees:

- | | |
|---------------|---------------|
| i. Name - | ii. Name - |
| Address - | Address - |
| Contact No. - | Contact No. - |

I certify that the above particulars furnished by me are true and correct.

.....
Signature of Applicant

.....
Date

Deputy Director General (HRM & Admin)
RDA

Mr. / Mrs., (Designation) is working in our organization since If he/she is selected for this post. He / She can be released from our organization.

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Signature of the HOD

Official Seal

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Date