

(The Application should be prepared on an A4 paper using both sides of the paper)

01. (i) Name with Initials (In Sinhala)

Rev. /Mr. /Mrs. /Ms.

Name with Initials (In English Block Capitals)

Rev. /Mr. / Mrs. /Ms.

(ii) Names indicated by the Initials:

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02. (i) Official address :

.....

(ii) Private Address:

.....

(iii) Official Telephone Number:

(iv) Private Telephone Number:

03. (i) Birthday :

(ii) National Identity Card Number :

04. (i) Date of first appointment and Grade/Class:

.....

(ii) Present Grade and the date appointed to the Grade :

.....

(iii) Current place of work:

.....

05. Information on the Educational and Professional Qualifications :

(i) First Degree

Name of the Degree and the Institute that the Degree is issued	Effective Date	Class obtained	Subjects

(ii) Post Graduate Diploma in Education

Name of the Certificate and the institute that the Degree is issued	Duration of the Diploma and the effective Date	Whether the obtained Grade is a Distinction /a Credit pass or a Simple pass	Particulars on the subjects

(iii) Postgraduate Degrees

Name the Certificate and the institute that the Degree is issued	Effective Date	Class obtained	Particulars on the subjects

(iv) Postgraduate Diploma in Management or Educational Management

Name the Certificate and the institute that the Degree is issued	Effective Date	Class obtained

(v) Other Educational Qualifications :

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(vi) Other Professional Qualifications (Particulars on the Diploma Certificates and Trainee teachers Certificates)

Name the Certificate and the Institute that the Degree is issued	Duration of the Course	Particulars on the subjects

06. Information on the proficiency in Information Communication Technology

Certificate of the Course	Institution that issued the certificate	Duration of the Course	Effective Date

07. Experience and the information on the Service (Mention the posts held previously and the time duration that the officer held those posts)

Service Station	Post	Whether Permanent or temporary	From	To

08. Information on the service stations and the posts expected.

Service Station	Post 1	Post 2
1.		
2.		
3.		

4.		
5.		
6.		
7.		
8.		
9.		
10.		

N.B.: Mention only the posts in the above chart according to the order of preference by considering the Schedule I since the appointments are made only for the 03 posts indicated in Para 01 of the Notification based on the results obtained at the interview.

09.

- 9.1 State whether you have been convicted in the court of law for any offence.
(If yes, mention the particulars)
- 9.2 Whether a Departmental Disciplinary enquiry is conducted against you at present?
If not, whether a case is being heard at the court of law (If yes, mention the particulars.)
- 9.3 I certify that all the information furnished by me in this application is true and correct to the best of my knowledge. I am aware that if any particulars contained therein are found to be false and incorrect, I will be disqualified for obtaining this post and that I am liable to be dismissed from service without any compensation if such information is uncovered after the appointment.

Signature of the Applicant

Date:

Certification of the Head of the Institution

The Application of Mr. / Mrs. / Ms. / is submitted.

It is notified that he/she is serving in the post ofin this institution,

that the information mentioned in this application is / is not true and correct

that he/she is / is not subjected to any disciplinary punishment during the past 5 years.

that any disciplinary/ audit / investigation activity is / is not carried out at present,

that his/ her period of service during the past 5 years is / is not active and satisfactory.

*Cut off the unnecessary words.

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Signature and the Official Frank of
the Head of the Institution

Date:

Institution: