

OFFICE OF THE CABINET OF MINISTERS

Application for the appointment to the Post of Deputy Director Class I Grade II of the Sri Lanka Information and Communication Technology Service.

Part (A) - Should be filled by the Applicant.

1. Full Name : Mr./Mrs./Miss.
2. Date of Birth :
3. National Identity Card No. :
4. Period of Service :

<i>Class/Grade</i>	<i>Period of Service</i>
Class I Grade I	
Class I Grade II	
Class I Grade III	

5. Present Post and Area of work :
6. Educational Qualifications :
Details of Postgraduate Degree/Postgraduate Diploma

<i>Postgraduate Degree/ Postgraduate Diploma</i>	<i>Year</i>	<i>University</i>	<i>Subject</i>

7. Professional Qualifications :
8. Special duties performed :

<i>Service performed and special duties rendered/contributions/ achievements</i>	<i>Description</i>	<i>Certification of the Head of the Department, yes/No</i>

I do hereby certify that the particulars given above are true and correct.

Date :

.....

Signature of Applicant,
Designation and Official Stamp.

Part (B) - Should be filled by the Head of the Department.

- I. Whether the officer has completed active and satisfactory period of service of 03 years immediately preceding the date of calling for applications : Yes/No
- II. Whether the officer has earned increments for the 03 years immediately preceding the date of calling for applications : Yes/No
- III. Whether the officer has been subjected to any disciplinary offence within the 03 years immediately preceding the date of calling for applications : Yes/No
- IV. Whether disciplinary action has been initiated or contemplated against the officer : Yes/No
- V. Particulars of leave obtained during the preceding 03 years :

<i>Serial No.</i>	<i>Year</i>	<i>Full Pay Leave</i>	<i>Half Pay Leave</i>	<i>No Pay Leave</i>

I hereby inform that the particulars furnished above are correct according to the personal file of the officer and if the officer is selected to the post applied for, he/she could be released with/without a successor or on the basis of a successor being provided later.

Date :

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Signature of the Head of Department/Institution
Designation and the Official Stamp.