

Specimen Application Form

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**Application for Open recruitment to the post of Demonstrator (Open)
In the service category of Management Assistant (Technical) Segment – 3
of the Department of Technical Education & Training – 2023**

For office use

Field, applied for	
medium applied for	

1. Name of the candidate :

- i. Name with initials, with initials at the end (In block capital letters) :
- ii. Full Name (In block capital letters) :
- iii. Full Name (In Sinhala / Tamil) :

2. Address and Telephone number :

- (i). Official Address :
- Telephone Number :
- (ii). Private Address :
- Telephone Number :
- Mobile Number :

(Any change in the address or Telephone Number, should be informed immediately)

3. Date of Birth :

Year : Month : Date :

4. Age as at closing date of applications :

Years : Months : Days :

5. National Identity Card Number :

6. Gender – (male / female) :

7. Whether married / unmarried / widowed :

8. Educational Qualifications:

I. GCE (O/L) Examination

Year:

Index No. :

<i>Subject</i>	<i>Grade</i>

II. GCE (A/L) Examination

Year: Index No.:

<i>Subject</i>	<i>Grade</i>

9. Vocational Qualifications:

<i>Examination/Diploma/ Degree or Other Qualifications</i>	<i>Year</i>	<i>Subjects</i>	<i>Grade</i>	<i>Name of the institution/ University</i>

10. Particulars of Experience:-

<i>Institution</i>	<i>post</i>	<i>Period of Service</i>	<i>Whether a government/semi-government/ private institution</i>

11. Proficiency in Computer Literacy.

Diploma :
Certificate course :

12. Proficiency in English Language.

Diploma in English :
Certificate course in English :

13. Have you been dismissed from a government post that you previously held ?

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14. If you are already in public service, are there any department disciplinary inquiries against you ?

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15. The peoples' bank branch at which the examination fee was paid ;

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Date of payment:

Receipt should be firmly affixed here

I hereby certify that the particulars furnished by me in this application are true and accurate. I am aware that if any particulars contained therein are found to be false and incorrect before the selection I am liable to disqualification and to dismissal, without compensation, if such inaccuracy is revealed after the appointment.

Date

.....
Signature of the Candidate

16. Attestation of the Signature of the candidate

I do hereby certify that Mr. / Mrs. / Miss. making this application is personally known to me and that he/she placed his/her signature in my presence on

Date:

.....
Signature of the Attestator

(This part is applicable only to the candidates already in Government employment)

Certificate of the Head of the Department/Institution

I hereby certify that Mr. / Mrs. / Miss. is serving in this Ministry/Department/Institution in the post of and that his / her work and conduct are satisfactory, and that no disciplinary action is pending against him/her and no decision has been taken to impose any such in future. He/She can/cannot be released, from the service if selected for the post applied for.

Date:

(Official seal)

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Signature of the Head of the Department or authorized officer.