

MODEL APPLICATION FORM

**MINISTRY OF URBAN DEVELOPMENT AND HOUSING
INTERVIEW FOR EVALUATION OF SUITABILITY FOR THE RECRUITMENT TO THE
DEPARTMENTAL POST OF ADDITIONAL DIRECTOR GENERAL (DEVELOPMENT) OF THE SENIOR
EXECUTIVE GRADE SERVICE CATEGORY OF THE DEPARTMENT OF COAST CONSERVATION
AND COASTAL RESOURCES MANAGEMENT - 2024**

For office use

01. Name :

1.1 Name with initials at the end:
.....
(In English Block letters, e. g: SILVA A .B.)

1.2 Names Denoted by initials :
(in English Block letters)

1.3 Full Name (in Sinhala) :

02. 2.1 Personal Address :-
.....

2.2 Official Address :-

2.3 Address to which the calling letter for the structured interview should be sent : -

2.4 Telephone Number :-

03.

3.1 Date of Birth : Year : Month : Date :

(Copy of the Birth certificate is attached)

3.2. Age as of 02.02.2024: Years : Months : Dates :

3.3. National Identity Card No. :

4. 4.1 Gender : Female
Male

4.2 Whether Married / Unmarried / Widowed :
Married
Unmarried
Widowed

5. Date of the first appointment to the post of Departmental Executive Grade category /Sri Lanka Administration Service :-

6. Date of Promotion to the Class I of the Departmental Executive Grade Category / Sri Lanka Administrative Service :-

7. Date of completion of the 05 years of active and satisfactory service period in the Departmental Executive Grade Service Category / Sri Lanka Administrative Service Class I post :-

8. Total Service period that served in a post of a Departmental Executive Grade Service Category / Sri Lanka Administrative Service to the date of 02.02.2024 :-

9. Have you been convicted in a Court of Law ?
If so, describe :

10. No pay leave :

<i>Serial No.</i>	<i>Period of no-pay leave</i>	<i>Nature of the leave (relevant documents should be attached)</i>
i.		
ii.		

11. Educational Qualifications : (Details of Postgraduate degree)

<i>Name of the University</i>	<i>Degree</i>	<i>Class of the Degree</i>	<i>Year</i>

12. Additional Service Experience : (attach certified copies.)

<i>Position and place of work</i>	<i>Duration</i>

13. Additional Educational and Professional Qualifications : (attach certified copies.)

<i>Completed training courses/programs/professional qualifications</i>	<i>Duration</i>

14. Contribution to the subject areas

<i>Contribution provided</i>	<i>Duration</i>

15. English Language / Computer Courses (attached certified copies.)

<i>Completed English / Computer Courses</i>	<i>Duration</i>

16. I hereby certify that all the particulars provided by me in this application form is true and correct. I am aware that if any of the information contained herein is found to be false before I am selected for this post, I shall be disqualified and if found to be false after selection, I shall be liable to dismissal without any compensation.

.....
Signature of the Applicant

Date :

17. Attestation of the Signature of the applicant (Delete irrelevant words) :

I hereby certify that Mr. / Mrs. /Miss
who submits this application is personally known to me, and He / She placed the signature in my presence on
..... day of month.

Signature of the attester :

Full name of the attester :

Position :

Address :

Official Stamp :

Date :

Note : The Application should be certified as mentioned in para 6 (iv) of the *Gazette* notification.

18. Recommendation of the Head of the Department :-

Mr. / Mrs./ Miss/ who submits this application is serving
in this Ministry / Department / Corporation / Board, and if he / she is selected for this position he/she can be released /
cannot be released from the service of this institution.

.....,

Signature of the Head of the Department.

(Official Stamp)

Date :

Name of the Head of the Department :

Designation :

Address of the place of Work :