

For office use only

National Child Protection Authority

| |
|--|
| |
|--|

Application for the Post of

1. Personal Details

| | | | |
|-------------------------------------|----------|----------|-----------------|
| Name in Full Rev./ Mr./Mrs./Miss | | | |
| Name with initials | | | |
| Date of Birth / Age | Date : | Month: | Year: Age: |
| Sex | Male: | Female : | |
| National Identity Card No | | | |
| Civil Status | Married: | Single: | |
| Nationality | | | |
| Permanent Address | | | |
| Contact Numbers | | | |
| E-mail Address | | | |

02. Educational Qualifications (Please attach certified copies of certificates) - If Applicable

2.1 G.C.E. (O/L) Examination Year:Index No:.....

| | Subject | Grade | | Subject | Grade |
|---|----------------|--------------|----|----------------|--------------|
| 1 | | | 6 | | |
| 2 | | | 7 | | |
| 3 | | | 8 | | |
| 4 | | | 9 | | |
| 5 | | | 10 | | |

2.2 G.C.E. (A/L) Examination Year:Index No:.....

| | Subject | Grade |
|---|----------------|--------------|
| 1 | | |
| 2 | | |
| 3 | | |
| 4 | | |

2.3 Degree Qualifications

| | <i>Degree</i> | <i>Name of the University/ Institution</i> | <i>Class/Grade obtained</i> | <i>Date of Award</i> | <i>Effective date of degree</i> |
|---|---------------|--|---------------------------------|----------------------|-------------------------------------|
| 1 | | | | | |
| 2 | | | | | |

2.4 Masters / (Post Graduate Degree) Qualifications

| | <i>Degree</i> | <i>Name of the University/ Institution</i> | <i>Date of Award</i> | <i>Effective date of degree</i> |
|---|---------------|--|--------------------------|---------------------------------|
| 1 | | | | |
| 2 | | | | |
| 3 | | | | |

Professional Qualifications

2.5 Advanced Diploma/ Diploma / National Vocational Qualification (NVQ)/ Certificate Qualifications / (Including Computer, Language etc.)

| | <i>Advance Diploma/ Diploma NVQ Level / Certificate / etc.</i> | <i>Field</i> | <i>Name of Institution</i> | <i>Date of Award</i> | <i>Duration</i> |
|---|--|--------------|----------------------------|----------------------|-----------------|
| 1 | | | | | |
| 2 | | | | | |
| 3 | | | | | |
| 4 | | | | | |

3. Working Experience (Please attach certified copies of certificates)

| | <i>Employer/ Institution</i> | <i>Designation</i> | <i>From -To</i> | <i>Number of Years</i> | |
|---|------------------------------|--------------------|-----------------|------------------------|---------------|
| | | | | <i>years</i> | <i>Months</i> |
| 1 | | | | | |
| 2 | | | | | |
| 3 | | | | | |

4. Extra Curricular Activities

.....
.....
.....
.....

5. Other Achievements (Including Leadership, Managerial, Research, Project Involvements, Experience, Publications etc.)

.....
.....
.....

6. Any other particulars (Not included above)

.....
.....
.....

7. Two Non Related Referees

| | Name | Designation | Address | Contact Details (TP Number & Email) |
|---|-------------|--------------------|----------------|--|
| 1 | | | | |
| 2 | | | | |

8. I hereby certify that the particulars submitted by me in this application are true and accurate. I am aware that if any of these particulars are found to be false or inaccurate, I am liable to be disqualified before selection and to be dismissed without any compensation if the inaccuracy is detected after appointment.

.....

Signature of Applicant

.....

Date

9. Enclose the copies of the following documents & (Please insert “√” mark and Annexure Number)

| Description of Document | | Attached “√” | Annexure No |
|--|---|-----------------|-------------|
| 1. Certified copy of Birth Certificate | | | |
| a. | Certified copy of NIC/Passport | | |
| 2.1 | Certified copy of G.C.E (O/ L) | | |
| 2.2 | Certified copy of G.C.E.(A/L) | | |
| 2.3 | Certified copies of Degree Certificate & Transcript/ Detailed results sheet | | |
| 2.4 | Certified copies of Masters/ (Postgraduate Degree) certificate & Transcript/ Detailed results sheet | | |
| 2.5 | Certified copies of Professional Qualifications | | |
| 3. Certified copies of certificates for Working Experience/ Service Certificates | | | |
| 4. Certified copies of certificates for proof Extra Curricular Activities | | | |
| 5. Certified copies of certificates for Other Achievements | | | |
| 6. Certified copies of certificates for Any other particulars | | | |
| • Authentication letter from UGC (for foreign Degrees) | | | |

I have enclosed copies of the following documents. Total number of the pages(Application and Annexure)

Date :.....

.....
Signature of Applicant

10. Recommendation of the Head of the Institution

(For the applicants who are already in the service of Government Departments/ State Corporations/ Statutory Boards)

I recommended and forwarded herewith the application of Mr/ Ms/ Mrsfor the above post and agree/ do not agree to release him/her in case selected to the post applied for.

.....
Date

.....
Head of the Institution (Official Stamp)