



**NATIONAL SAVINGS BANK**

**APPLICATION TO THE POST OF .....**

1. Name in Full : (Mr / Mrs / Miss) (Please underline surname)				
2. Mailing Address : Mobile No :				
3. Address of Permanent Residence: Telephone No :				
District :				
4. E-mail :				
5. Date of Birth :				
6. Civil Status :				
7. Nationality :				
8. National Identity Card No :				
9. Education				
A. School Attended:				
B. Higher Education				
Name of University / Institute	Period		Title of Degree	Results (Class & Division)
	From	To		
C. Professional Education				
Name of Institute	Period		Title of Course	Results
	From	To		
10. Memberships of Professional Bodies:				

11. Working Experience :			
Name & Address of the Institution	Designation	Duration	Main duties and responsibilities handled by you
12. Extracurricular activities:			
13. Non-Related Referees :			
<u>Name &amp; Occupation</u>	<u>Office Address &amp; Telephone No.</u>	<u>Residential Address' Telephone No. &amp; E-mail</u>	
i)			
ii)			
14. Preferred language to sit for the written examination (please tick $\checkmark$ the relevant cage)			
<b>Sinhala</b>	<input type="checkbox"/>	<b>English</b>	<input type="checkbox"/>

15. I certify that all the information given by me in this application is complete and true and I agree that if, after appointment any item of information is found to be incomplete or untrue, I will be liable for termination of my employment.

.....

**Date**

.....

**Signature**

Photocopies of the following documents should be attached:

- (a) Certificate of Birth
  - (b) National Identity Card
  - (c) Educational & Professional qualifications Certificates
  - (d) Service Certificates
- (Photocopies of certificates should be certified by the applicant)

HRD Division  
National Savings Bank  
Head Office  
Colombo 3.

For Official Use :