

Specimen Application

Application for the post ofin Grade I of the Sri Lanka Scientific Service in the
Department of Government Analyst

1. Particulars of the officer

- i. Full name
(in English)
(Ex: HERATH MUDIYANSELAGE SAMAN KUMARA GUNAWARDHANA)
- ii. Name with initials (in English):.....
(Ex: GUNAWARDHANA, H. M. S. K.)
- iii. Full name (in Sinhala):
- iv. Date of birth:
- v. Age as at the closing date of application:
Years.....Months.....Days.....
- vi. National Identity Card Number:
- vii. Permanent address:
.....
.....
- viii. Telephone number :
Office:
Mobile:
- ix. Email Address

2. Particulars of the post:

- i. Current service station and address :
- ii. Date of appointment to Grade III:
- iii. Date of appointment to Grade II:
- iv. Date on which the officer has been appointed to Grade I:
- v. Post held by the officer at present:
- vi. Date of appointment to the said post:

3. Seniority

01	Active and satisfactory period of service in Sri Lanka Scientific Service as at the closing date applications	
02	Active and satisfactory period of service in Grade I of Sri Lanka Scientific Service as at the closing date applications	
02	Whether No pay leave has/ has not been obtained (If obtained, mention the dates)	

4. Qualifications relevant to the field:

4.1. Special contribution made to the relevant field

❖ Researches and publications	Description	Relevant year
Research publications		
Abstracts		
Dissertations		
Innovations		
Newspaper articles		

5. Statement of the applicant:

I hereby certify that the particulars furnished above by me are true and correct to the best of my knowledge.

Date :

.....

Signature of the applicant

Part II

(to be perfected by the Head of the department)

The particulars mentioned in the application submitted by Mr. /Mrs. /Miss.in Grade I of Sri Lanka Scientific Service serving at the Department of are correct/ not correct as per the information in the personal file. It is hereby kindly informed that disciplinary action has been taken/ has not been taken and is intended / not intended to be taken against him/ her. Further, he/she has earned/ has not earned salary increments during the 05 years immediately preceding the date of calling of applications and his/ her application is hereby recommended/ not recommended.

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Signature of the Head of the Department

Official stamp

Date