For office use

**APPLICATION FORM**

Recruitment to the post of Project Coordinator for Gamata Sannivedanaya Project – Telecommunications Regulatory Commission of Sri Lanka

1) Name with Initials

(In Sinhala) …………………………………………………………………………………………………………………

මයා/මිය/මෙනවිය

(In English / Block capital letters ) Mr./ Mrs. / Miss:

…………………………………………………………………………………………………………………………………..

2) Names denoted by the initials

(In Sinhala) ….……..……………………………………………………………………………………………………………

(In English / Block capital letters)

……………….………………………………………………………………………………………………………

3) Nationality: ………………………………..

4) Gender: Female / Male: ……………………………………

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

5)National identity card No:

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

6) Date of birth:

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

7) Age:

(As at application closing date)

8) Residence details: Office details:

|  |  |
| --- | --- |
| Address  ……………………………………………………....  ……………………………………………………….  ………………………………………………………… | |
| Telephone (fixed) |  |
| Mobile |  |
| E - Mail |  |

|  |  |
| --- | --- |
| Address  ……………….……………………………………......  ..……………………………………………………….  ………………………………………………………….. | |
| Telephone |  |
| Fax |  |
| E - Mail |  |

9) Educational qualifications:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No | Degree/ Postgraduate degree/ Postgraduate diploma/ Diploma | Subject/ Relevant filed | Validity date | University/ Training institute |
| 01 |  |  |  |  |
| 02 |  |  |  |  |
| 03 |  |  |  |  |

10) Professional qualifications:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No | Professional qualification | Validity date | Institution | NVQ level |
| 01 |  |  |  |  |
| 02 |  |  |  |  |
| 03 |  |  |  |  |

11)Previous experiences in relevant field:

|  |  |  |  |
| --- | --- | --- | --- |
| Institution | Position | Period (From – to) | No of Years |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

12).Details of present employment (When the applicant is a permanent officer of the Government or Semi-Government Institution)

|  |  |  |  |
| --- | --- | --- | --- |
| Name / Institution | Position | Date of Appointment | Total service period |
|  |  |  |  |

13). Certificate / Letters regarding experience (Attach photocopy)

1. ………………………………………………
2. ………………………………………………
3. ………………………………………………

**Certification of the Applicant**

I certify that I have read the Notice on calling for application and fully understand all the details about for this application. There are no judicial proceedings against me and I certify that the information provided by me in this application it truth and correct. I am aware that, I am not eligible to the post if the information I have provided is found to be incorrect and I am bound with the rules and regulation which are mentioned in Management Services Circular No.01/2019.

Date: ………………………………. ……………..……………………………..

Signature of applicant

**Recommendation of the Head of the Institution**

**(When the applicant is a permanent officer of the Government or Semi-Government Institution, below recommendation is essential)**

I hereby certify that the above details are true and correct as known to me and Mr./Mrs./Miss. …………………………………………………………………….. (Name of the applicant) who submits this application is serving in …………………………………………………………………………. (Name of the institution) as a …………………………………………………………………………………………….. (Substantive post of the applicant) and no disciplinary action has been taken against him/her and there is no intention to take disciplinary action.

After considering those details and provisions stipulated in Management Services Circular No. 1/2019, He/ She could be released and agreed to be released according to the para **2.3.3(a) full time(with pay releasement basis)/ 2.3.3(b) full time (no pay releasement basis)/2.3.3(c) acting releasement basis)(pls. select one)** mentioned in said circular, from his/ her substantive post, if selected to this post.

Date: ………………………………… ………………………..……………………………

Signature and seal of head of the Institution

/ Head of department