

SUGARCANE RESEARCH INSTITUTE
APPLICATION FOR THE POST OF PROCUREMENT OFFICER

1. Personal Details				
	Name in Full			
	Address			
	Contact Tel. Nos			
	Date of Birth		National ID No.	
	Sex		Civil Status	
2. Qualifications – Academic				
	I		Year : University : Subject Area:	
	II		Year : University : Subject Area:	
3. Qualifications – Professional				
	Course/Training	Name of the Institute	Duration of the Course/Training	Type and the Year of qualification obtained

4. Experience							
			<u>Period</u>		<u>Position held</u>	<u>Experience</u>	<u>Reason for leave</u>
			From	To			
	I	<u>Employer</u>					
	II	<u>Employer</u>					
	III	<u>Employer</u>					
5.	Any other relevant competencies						
6.	Why do you wish to apply for this post						
7.	Whether you have been convicted by the Courts for any offence.						
	If so give details						

* Please attach the copies of the certificates and relevant documents.

** If space is not sufficient attached the details in a separate sheet.

I certify that the information given above are true and correct.

.....
Signature of the Applicant

Date:

Certification by the Head of the Institute:
(Applicable only for the applicants of Government/Semi Government/Corporations and Statutory Board)

I do hereby declare that the applicant, Dr/Mr/Mrs/Miss
is serving in the post of of the
Institution/Department from on permanent/temporary/casual basis and he/she can be/cannot be released
from the service, if he/she will be selected for the post applied.

.....
Signature of the Head of the Institute/Department with official stamp

Date :
Name of certifying officer :
Post :
Address :
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