

App No.

Paste a color photograph of recently obtained 3x2.5 size

UNIVERSITY OF RUHUNA FORM OF APPLICATION

Application for the post of

Personal Information

Full name:

Name with initials:

National I.D. No.:

Gender:

Reverend

Male

Female

Civil Status:

Married

Unmarried

Present Postal Address:

Permanent Address:

Telephone No.:

Office

Res.

E-mail Address:

Date of Birth:

Year	Month	Date

Age as at closing Date:

Year	Month	Date

Physical Fitness: (Only if applicable)

Height:

Chest:

Citizenship:

By descent

By Registration

Education

(i) Schools attended

Name of the School	From		To	
	Year	Month	Year	Month

(ii) Educational Qualifications:

G.C.E. (O/L) Examination

Subject	Grade	Year	Index No:
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

G.C.E. (A/L) Examination

Subject	Grade	Year	Index No:
1.			
2.			
3.			
4.			

(iii) University Education:

Name of the University	Name of the Degree	From		To		Degree		Class or Grade	Effective date of the degree
		Year	Month	Year	Month	Degree Course	Name of the Subjects		
Postgraduate Degrees/Diploma									

(Please attach certified true copies of degree certificates with official frank of attester.)

Other Diplomas, Memberships, Fellowships etc. *

Institute	Diploma etc.	Year

(* Please attach certified true copies of certificates.)

Professional Qualifications *

Institute	From		To		Examinations passed or Degrees etc. obtained
	Year	Month	Year	Month	

(* Please attach certified true copies of certificates with official frank of attester.)

Special Qualifications

Research & Publications

Achievements (Scholarships, Awards, Medals etc.)

Employment Records *

Present employment:

Post held	Institute	From		To		Number of month	Last drawn salary (p.m.)
		Year	Month	Year	Month		

(* Please attach certified true copies of service certificates with official frank of attester.)

Previous employment/s:

Post held	Institute	From		To		Number of month	salary drawn (p.m.)
		Year	Month	Year	Month		

(Please attach certified true copies of service certificates with official frank of attester.)

Extra Curricular Activities

(i)

(ii)

(iii)

(iv)

(v)

Language Proficiency

Language	Ability to Work		
	Very good	Good	Fair
Sinhala			
Tamil			
English			

Other Information

Have you ever been found guilty in a court of law at any time for any charges?

(Tick ✓ in the relevant cage)

Yes

No

(If yes, state particulars) :

.....

Referees (Non related)

Name	Designation	Address	Contact No.
1.			
2.			

Certification by applicant:

- I declare that all particulars furnished by me in this application are true and correct to the best of my knowledge. I agree to bear any loss for not completing any part of the application form and/or for completing the form incorrectly. Further, I declare that all parts of this form have been completed by me.
- I am aware that I will get disqualified before the appointment is made or dismissed from service after the appointment is made if the declaration made by me is proved to be false.
- I further declare that, I will abide by the rules and regulations enforced by the Secretary of the Ministry of National Coexistence Dialogue and Official Languages relating to the conducting of examination and abide by the decisions relating to the releasing of results.

(d) I shall not later on change any particulars furnished here.

.....

Date

.....

Signature of Applicant

(N.B. When applying for several posts, each post should be applied for separately. According to the qualifications in an application, all copies of relevant certificates should be enclosed.)

For Public Service/Corporations/Statutory Boards Candidates only

Application for the Post of submitted by
..... is forwarded herewith. If
He/She is selected for the said post He/She can/cannot be released.

.....

Signature of the Head of the Institution

Name

Designation

Date

Seal