

## POST OF TRAINEE NOTARIAL CLERK

THIS FORM SHOULD BE FILLED CLEARLY IN ENGLISH (BLOCK CAPITALS)

*(Please attach copies of Certificate of Birth, National Identity Card, Certificate of Educational & Professional qualifications and Documents to prove your Experience)*

1. **Last Name with Initials** : (Mr/ Ms/Mrs).....

**Names denoted by initials** : .....  
.....

2. **Preferred Medium for Written Examination** :  (Tamil/English/Sinhala)

3. **Date of Birth** : 

D	D

M	M

Y	Y	Y	Y

4. **Age** : 

Y	Y

M	M

D	D

  
*(as at 06.02.2017)*

5. **National Identity Card No.** : 

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6. **Gender** : **Male**  **Female**   
(Enter (✓) relevant cage)

7. **Civil Status** : **Married**  **Single**   
(Enter (✓) relevant cage)

8. **Permanent Address** : .....  
.....  
.....

9. **District of the Permanent Address** :

10. **Contact Details Residence** : 

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**Mobile** : 

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**E-mail** : .....

**11. Academic/ Professional qualifications:**

GCE (O/L)		GCE (A/L)	
Index No. :	Year :	Index No. :	Year :
Subject	Result	Subject	Result

**12. Any Other Academic/ Professional Qualifications :**

Qualification	Institute	Result

**13. Speed in Typewriting (Computer Key Board)**

Medium	Speed in Typewriting (Word per minute)
English	
Sinhala	
Tamil	

**14. Employment Record :**

Place of Work	Position	Period	
		From	To

**15. Computer Literacy**

Course (Completed)	Institute	Duration

**16. Language Proficiency**

Language	Proficiency	Details of qualifications if any
	Fluent / Very Good / Good / Poor	
Sinhala		
English		
Tamil		

**17. Sports & Extra Curricular Activities:**

Event	National/ District/ Interschool/ School Level

**18. Non – Related Referees :**

	(i)	(ii)
<b>Name</b>		
<b>Position</b>		
<b>Organization</b>		
<b>Address</b>		
<b>Contact No. Office</b>		
<b>Mobile</b>		
<b>E-mail</b>		

I agree to serve any part of the country as required by the bank, in the event if I have been selected for the post.

I certify that the information given in this application is true and correct. I am aware that submission of any incorrect information will disqualify me for the post and if any information found to be incorrect after appointment, the Bank has the right to terminate me from service without prior notice and without any compensation.

Also I am aware that the bank has the right to disqualify me in the event of any form of canvassing.

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Date

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Signature

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