



University College of Anuradhapura

University of Vocational Technology

State Ministry of Skills Development, Vocational Education,
Research & Innovation



Application Form – Non Academic

POST APPLIED FOR:																																							
01	Name in Full: Mr./Ms.																																						
02	Name With Initials:																																						
03	Permanent Address:																																						
04	Tel:	Mobile:																																					
	Fax:	E-mail:																																					
05	National Identify Card No:	<table border="1"> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>																																					
06	Date of Birth:	Date:	Month:	Year:																																			
07	Age as at closing date of Application:	Years:	Months:	Days:																																			
08	Civil Status:																																						
09	Citizenship:																																						
10	Details of Secondary Education																																						
	(i)	G.C.E (O/L)	Year:	Index No:																																			
	<table border="1"> <thead> <tr> <th>Name of School/College</th> <th>Subjects</th> <th>Results</th> <th>Subjects</th> <th>Results</th> </tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>				Name of School/College	Subjects	Results	Subjects	Results																														
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	(II) G.C.E. (A/L)	Year:	Index No:				
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11	Higher Educational Qualifications [First Degree and Postgraduate degree(s)]						
	University/ Institution	Degree	Class	Special or General Degree	Main Subject/ Subject	From -To	Effective date of Degree
12	Professional Qualifications/Chartered Corporate Memberships etc.						
	University/ Institution	Examination Passed	Specialization		Year of Passing		
13	Certificates (if any)						
	Course/Certificate	Field	Name of the Institution /University		Year		
14	Any other Academic Distinctions Scholarships, Medals, Prizes, etc. (Indicate The Institution from which Such awards have been obtained)						
						
						
						
15	Research & Publications, if any (if Space is insufficient, please use Separate sheet)						
						
						
						

16	Current Employment Records				
	Designation	Institution	Brief Description of Duties	Time Period	
				From DD/MM/ YYYY	To DD/MM/YYYY

17	Previous working Experience (Starting with present position and continue in reverse order)				
	Designation	Institution	Brief Description of Duties	Time Period	
				From DD/MM/ YYYY	To DD/MM/ YYYY

18	Proficiency in Languages (Please Mark ' ✓ ' in the relevant cage)								
	Language	Written				Spoken			
		Very Good	Good	Satisfactory	Week	Very Good	Good	Satisfactory	Week
	Sinhala								
	Tamil								
	English								
Other									

19	Computing & Information Technology			
	Qualification	Institution	Year	Skills gained

20	Name of two persons (with addresses and contact number) to whom reference can be made:	
	Name	Address
	1.
	
	
	Tel.No.....	Fax.....
	E-mail.....	
	2.
	
	
Tel.No.....	Fax.....	
E-mail:.....		

21	<p>I hereby declare that the particulars furnished by me in the application are true and accurate. I am also aware that if any particulars herein are found to be false or incorrect, I am liable to disqualification if the inaccuracy is discovered before the selection and dismissal without any compensation if the inaccuracy is discovered after the appointment.</p> <p>..... Signature of the Applicant</p> <p>..... Date</p>
22	For Public/ Corporate Sector Candidates
	<p>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.</p> <p>Date.....</p> <p>..... Signature of the Head of Institution (please place official seal)</p>
	Note
(i)	If the sheets above are not sufficient, please use extra sheet, when & where necessary.
(ii)	Indicate the list of documents attached along with the application form.
	(a)
	(b)
	(c)
(iii)	Please mark with “---” in the relevant cage, if you do not have something to mention.