Post applying for

For office use

APPLICATION FORM

Application for the post of……………………………………………………………………… of ……………………………………………………………………Project, Ministry Of Highways

1) Post applying for: ………………………………………………………………………………
   (If applying for more than one post, separate application should be submitted for each post)

2) Name with Initials
   (In Sinhala) …………………………………………………………………………………………

   මයා/මිය/මෙනවිය

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

   ……………………………………………………………………………………………………

3) Names denoted by the initials
   (In Sinhala)   …………………………………………………………………………………
   (In English / Block capital letters)
           ……………………………………………………………………………………………

4) Nationality: ………………………………..

5) Gender: Female / Male: …………………………………………

6) National identity card No:

7) Date of birth:

8) Age:
   (As at application closing date)

9) Residence details: Office details:

Address	
………………………………………………	
………………………………………………	
………………………………………………	
Telephone No	
Mobile No	
E - Mail	

Address	
………………………………………………	
………………………………………………	
………………………………………………	
Telephone No	
Fax No	
E - Mail	

10) Educational Qualifications:

- G.C.E. O/L (අ.පො.ස. / සා.පෙළ)

No	Subject	Grade	
		1st Attempt Index No:	2nd Attempt Index No:
01			
02			
03			
04			

- GCE A/L (අ.පො.ස. /උ.පෙළ)

No	Subject	Grade	
		1st Attempt Index No:	2nd Attempt Index No:
01			
02			
03			

11) Other Qualifications - (Degree/ Diploma/ Certificates/ Trainings etc.)

No	Course Name	NVQ Level (If Any)	Subject / Relevant Field	Validity Date	University/Institute
01					

12)	02					
	03					

Experiences in Road Development Authority:

I. Permanent Appointment Date:

II. Designation at RDA:

III. Confirmation Date:

Position	Period (From – to)	No of Years

13) Details of previous releasment from the substantive post – if any

Name of the Project / Institution	Position held	Time duration from-to	No of years	Releasment basis		
				Full time (with full - Pay)	Full time (with No - Pay)	Acting

14) Certificate / Letters regarding experience (Attach photocopy)
    I. …………………………………………….
    II. …………………………………………….
    III. …………………………………………….

15) Certification of the Applicant

I certify that I have read the Notice regarding calling for application and fully understood 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 true 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 have bound with the rules and regulation which are mentioned in 1/2019 Management Services Circular.

Date: ………………………………
…………….…………………………….…
Signature of applicant