

SOUTH EASTERN UNIVERSITY OF SRI LANKA

FORM OF APPLICATION

Post:										_
1.	Name in Full	:								
	Name with in (Rev./ Mr./ M			• • • • • • • • • • • • • • • • • • • •	•••••		• • • • • • • • • • • • • • • • • • • •	•••••		
2. i.	Sex:	Male			Femal	e				
ii.	Civil Status:	Single			Marrie	ed				
3.	Postal Addres	ss:			Perma	nent	Address	s:		
				••	•••••					
								• • • • • • • • • • • • • • • • • • • •		
	Telephone No	o. ·								
	e-mail	• • • • • • • • • • • • • • • • • • • •			e-mail					
4.	Date of Birth					Age	e at Clos	ing Date		
	Year	Month	Date			7	Years	Month	ıs	Days
5.	Citizenship:	By Descent]	By Re	gistra	ation [
6.	National Iden	tity Card No	:							
7.	Education Sci	hools Attend	ed:							
	Nan	ne of School	Attended				Fro	om		To

Institute				Diplor	na etc.			Year
10. Prof	essional (Qualification	ons: (atta	ach copy of cert	ificate)		•	
Institute			From	То			n passed or tained etc	
11. Lanş	guage Pro	oficiency (I	Please tic	e √):				
Language		Ability	y to Wo	rk	1	Ability to Communicate		
0 0	Very good	Good	Fair	No Knowledge	Very good	Good	Fair	No Knowledge
Sinhala					~			
Tamil								
English								
				02				l

University Education: First Degree/PG Degree (attach copy of certificate)

To

Other Diploma, Membership, Fellowships etc. (attach copy of certificate)

Course followed

with Subjects

(Special/ General)

Results

(give class or grade with effective date

Duration

From

8.

9.

Name of the University

13. (a) Present O	ccupation:						
i. Post	:						
ii. Date of appointment to such post:							
iii. Whether confirmed in the present post:							
iv. Place	e of work with the Ac	ldress:					
v. Salar	ry Scale of the post:						
vi. Prese	ent Salary a. F	Basic Salary:					
	b. A	Allowances:					
(b) Previous	s Employment Record	ds:					
D (1.11	T	Period of Service	Last Monthly	Reason for			
Post held	Institute	From To	Salary received	Cessation of			
			Salary received	Employment			
			Salary received	Employment			
			Salary received	Employment			
			Salary received	Employment			
			Salary received	Employment			
			Salary received	Employment			
			Salary received	Employment			
			Salary received	Employment			
			Salary received	Employment			
			Salary received	Employment			

(i) Professional/ Special Qualifications.

12.

14. Extra curricular activities

	Two non related Referees:		
	<u>Name</u>	Designation	<u>Address</u>
i)			
)			
-		be the Head of the Institution is	n which the candidate works.
:-	One of the referees should be Paste the cash receipt prope		n which the candidate works.
e:-	Paste the cash receipt prope		ly)
e:-	I hereby certify that the p accurate. I am aware that it	(Paste the receipt here secure to keep a photocopy of the research articulars submitted by me if any of particulars are found to selection and to be dismissed	ly)

15.

Other relevant particulars:

ATTESTATION

who s exami	ubmits nation	this application is	known to me personally, that he/ she has paid the prescribed relevant receipt herein. He/ She placed his/ her signature in my.
Date	• • • • • • • • • • • • • • • • • • • •		Signature of the Officer attesting the Signature
Name	in full	of the Officer Attes	sting the Signature:
Design	nation	:	
Addre	ess	:	
(Offic	ial Stan	mp)	
		_	cutory Board Candidates Only
Submitted by			
is forwarded l	hereby.	If he/ she is selected	ed for the said post he/ she can be / cannot be released.
			Signature of the Head of the Department
			(Official Seal)
Name	:		
Designation	:	•••••	
Date	:		
(N.B.: when d	applyin	g for several posts,	each post should be applied for separately)



SOUTH EASTERN UNIVERSITY OF SRI LANKA

FORM OF APPLICATION FOR NON-ACADEMIC POST

PC	OST AP	PLIED FOR	
1.	Person	nal Information	
	1.1	Full Name	
	1.2	Name with Initial/s	
			(Whether Mr./Mrs./Miss)
	1.3	Date of birth	1.4 Age
	1.5	Sex	1.6 Civil Status
	1.7	a) Address	
	1.7	i. Postal	
		ii. Private	
		b) Telephone Number	
		c) Fax Number	
		,	
		d) Email Address	
	1.8	Whether Citizen of Sri L	anka Yes No
	1.9	National Identity Card N	To.

2	Educ	ational	l Doco	rd
Z.	- rauc	auona	i Keco	ra

2.1

(Attach copies of the relevant document)

School attended	From	To	Last Class passed

2.2 G.C.E. (O/L) Exam Results G.C.E. (A/L) Exam Results (Attach copies of certificates)

Year	Subject	Grade	Year	Subject	Grade

2.3 University/ Post Graduate Education (Degree, Diplomas, Etc) (Attach copies of certificates)

	University	Date of	Effective	Duration
Class		Commencement	Date	
	Class	=	Class University Date of Commencement	- I

2.4	Professionals Qualification
	(Attach copies of certificates)

2.5	Language F					
	L	anguage		Highe	st Examination P	assed
Emp	loyment Reco	ord				
3.1	Present Em	ployment				
	i. Post:					
	ii. Date of	appointment to suc	h post:			
	iii. Whethe	er confirmed in the	present pos	t :		
	iv. Place of	f work with the Add	dress:			
	v. Salary S	Scale of the post:				
	vi. Present	Salary	a. Basic Sal	ary:		
		ŀ	o. Allowanc	ees:		
3.2	Previous E	mployment				
				f Service	Last Monthly	Reason for
	Post held	Institute	From	To	Salary received	Cessation of Employment
				•		
(a)	Period of e post applied	experience gained a	s at the clo	osing date	of Applications	relevant to the
(b)	If you have such leave	obtained no-pay le	ave during	this period	, state reasons ar	nd the period of

3.

4.

5. Extra Curricular Activities

Other relevant Particulars/ Computer awareness	
Paste the cash receipt	properly here
(It would be adv	(Paste the receipt here securely) risable to keep a photocopy of the receipt with the candidate)
I am aware that if any o	at the above particulars submitted by me are true and accurate of the particulars are found to be false or inaccurate, I am liable for hissal without any compensation if the inaccuracy is detected after
Date:	Signature of Applicant
	ATTESTATION
who submits this appl prescribed examination	// Mrs./ Ms
Date	Signature of the Officer attesting the Signatur
Name in full of the Offi	cer Attesting the Signature:
	······································
Address : (Official Stamp)	
To be completed by the	e present employer (if any)
Applicant can / cannot b	pe released, if selected for appointment.
Any special comments:	
	Signature of the Head of Dept.