

(For office use only)

SPECIMEN FORM OF APPLICATION

MINISTRY OF HEALTH

LIMITED COMPETITIVE EXAMINATION FOR RECRUITMENT TO GRADE III OF PUBLIC HEALTH MANAGEMENT ASSISTANTS' SERVICE - 2021

Language medium of Examination

Sinhala - 2

Tamil - 3

English - 4

(Indicate the relevant number in the cage)

Town the candidate intend to appear for the examination

First Preference

Second Preference

(Indicate the relevant number in the cage)

- 1.0 1.1 Name with Initials :
(In English block capitals)
- 1.2 Name in Full:.....
(In Sinhala/Tamil)
- 1.3 Address to which the admission card should be sent:
(In English block capitals)
- 1.4 National Identity Card No. :

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- 1.5 Marital Status :
- 1.6 Nationality :

2.0 Place of Work and Address:

- 2.1 Name and Address of Office/Department/Institution:.....
(In English block capitals)

- 3.0 3.1 Sex : Male - 0 Female - 1

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(Indicate the relevant number in the cage)

3.2 Mobile phone No :

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3.3 Date of Birth : Year :

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 Month :

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 Date :

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3.4 Age as at 16.07.2021 : Years :

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 Months :

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 Days :

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4.0 Educational Qualifications

4.1 Particulars of G. C. E. (O/L) Examination:

- (i) Year of the Examination :
- (ii) Index Number of Candidate :
- (iii) Results :

Subject	Grade	Subject	Grade
1.		6.	
2.		7.	
3.		8.	
4.		9.	
5.		10.	

5.0 Have you ever been convicted of any offence in a Court of Law ? (Indicate (✓) in the relevant cage) (Indicate particulars, if the answer is yes)

..... Yes ☐ No ☐
.....

6.0 Service Particulars :

- 6.1 Name of the Institution in which you are serving at present :
- 6.2 Designation of present post :
- 6.3 Date of appointment to the present post:
- 6.4 Whether the present post is permanent or temporary:
- 6.5 Whether confirmed in the present post:
- 6.6 The date on which you qualified for confirmation :
- 6.7 Reference No. and date of letter issued confirming you in the present post:
- 6.8 Present basic salary:
- 6.9 Salary Scale (Salary Code as per Public Administration Circular No. 03/2016 dated 25.02.2016):- P.L. 1-2016, P.L.-2-2016, P.L.-3-2016, MN-01-2016 - (cross off irrelevant words)
- 6.10 Whether the present appointment is pensionable:
- 6.11 Period of service in the present post as at 16.07.2021:

7.0 Particulars of the receipt obtained by paying the examination fee :

- i. Branch of the Bank to which the examination fee was paid:
- ii. The date and number of the receipt:
- iii. Amount paid:

Affix the relevant receipt firmly here.
(It would be advisable to keep a photocopy of the receipt with the candidates.)

8.0 Candidate's Certificate :

- (a) I solemnly declare that particulars furnished by me in this application are true and accurate to the best of my knowledge.
- (b) I agree to suffer any loss that may cause as a result of incompleteness of sections and / or provision of erroneous information.
- (c) I also state that all sections herein have been correctly filled. I am aware that if any particulars contained herein are found to be false I am liable to disqualification before appointment and to dismissal from service if the inaccuracy is detected after appointment. Further,
- (d) I state that I am bound by the rules and regulations and decisions taken by the Commissioner General of Examinations in relation to conduct of the examination.

Date:

.....,
Signature of Applicant.
(In the presence of the Head of Department)

Note: The applicant should place his / her signature in the presence of his / her Head of Department or an officer authorized to sign on behalf of him.

9.0 Attestation of Applicant's Signature :

I certify that Mr./ Mrs./ Miss., employed at my place of work and who is personally known to me, placed his / her signature in my presence on

Date :.....

.....,
Signature of the Officer attesting the Signature

Attestor's name in Full:

Designation:

Address:

(To be confirmed by Official Stamp)

10. Certificate of the Head of Department:

I do certify,

- 10.1 that this candidate (Mr./ Mrs./ Miss.) is an employee in this Institution,
- 10.2 that he / she is holding a permanent post,
- 10.3 that he / she has been confirmed in a permanent post as at 16.07.2021,
- 10.4 that he / she has been issued a letter confirming him / her in a permanent post,
- 10.5 that he / she has completed at least 5 years of active and satisfactory service on or before 16.07.2021,
- 10.6 that he / she is drawing a salary / or is on a scale of salary which is within the limits prescribed in para 8.0 of the said *Gazette* Notification,
- 10.7 that his / her work and conduct during the 5 years immediately prior to 16.07.2021 have been satisfactory,
- 10.8 that he / she could be released from his / her present post, if selected for an appointment on the results of this examination,
- 10.9 that the application bears a receipt to the value of Rs. 600/=,
- 10.10 that the particulars given in his / her application have been checked with the records available in the personal file in this departments and that he / she is eligible to sit this examination according to the regulations prescribed in the *Gazette* Notification relating to this examination.

Date:

.....,
Signature of the Certifying Officer.

Name in Full:

Designation:

Address:

(To be confirmed by Official Stamp)

Note:

- (1) This certificate should be signed only by the Head of Department or by a Staff Officer duly authorized to sign on his behalf. The officer issuing the certificate should satisfy himself that the contents of the certificate are correct in all aspects.
- (2) The Applications of candidates who do not satisfy all the requirements of eligibility should not be forwarded, if any.