

Specimen Application

Application for the promotion to Special Grade of Sri Lanka Scientific Service and appointment to the post of Director General at the Ministry of Science and Technology

1. Particulars of the Officer

- i. Name in Full in English (in block letters)
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(Ex: HERATH MUDIYANSELAGE SAMAN KUMARA GUNAWARDHANA)
- ii. Name with initials in English (in block letters)):.....
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(Ex: GUNAWARDHANA, H. M. S. K.)
- iii. Name in Full (In Sinhala):.....
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- iv. Date of Birth:.....
- v. Age as at the Closing Date of Application: YearsMonthsDays
- vi. NIC No. :
- vii. Permanent Address :.....
- viii. Telephone No. : Office :
Mobile :.....
- ix. Email:.....

2. Particulars of the Post :

- i. Place of work at present and address :
- ii. Date of appointment to Grade III:
- iii. Date of appointment to Grade II:
- iv. Date of appointment to Grade I:
- v. Post held at present:
- vi. Date of appointment to the post:
- vii. Service period in Grade III as at 28.03.2025
- viii. Service period in Grade I as at 28.03.2025

3. Seniority

01	Period of active and satisfactory service in the Sri Lanka Scientific Service as at the closing date of applications	
02	Period of active and satisfactory service in Grade I of the Sri Lanka Scientific Service as at the closing date of applications	
03	Whether the officer has obtained/ has not obtained no-pay leave (Mention the dates of no-pay leave, if any)	

4. Qualifications in the relevant field :

4.1. Special contribution made to the relevant field

Researches and Publications		Description	Year
Research Publications			
Abstracts	Local		
	International		
Dissertations			
Innovations			
Newspaper Articles			

❖ Research abstract should be submitted at the time of interview

5. Declaration of the applicant

I hereby confirm that the above information is as true and correct to the best of my knowledge

Date :

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Signature of the Applicant

Part II

(Should be completed by the Secretary of Ministry/ Head of the Department)

Particulars in the application submitted by Mr/Mrs/Miss an Officer in Grade I of Sri Lanka Scientific Service at the Ministry/ Department of are correct/incorrect as per the personal file. I kindly inform that disciplinary action has not been/has been taken against the officer, such action is / is not intended to be taken in the future, he/she has earned/not earned the immediately preceding 05 salary increments. I recommend/ do not recommend his/her application.

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Signature of the Secretary of the Ministry/ Head of the Department

Official Frank

Date