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| **UNIVERSITY OF RUHUNA****FORM OF APPLICATION – FACULTY OF MANAGEMENT AND FINANCE** |
|  | Post |  |  | Department |  |
| 1. | Full Name of the ApplicantName with initialsIdentity Card Number |
| 2. | i. Sex  |  |  | ii. Civil status |  |
|  |  Reverend |  |  |  Married |  |
|  |  Male |  |  |  Unmarried |  |
|  |  Demale |  |  |  |  |
|  |  |  |  |  |  |
| 3. | Present Postal Address |  | Telephone No. |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  | E mail |  |  |  |  |
|  |  |  |  |  |  |
| 4. | Date of Birth |  | Age at closing Date |  |
|  | Year | Month | Date |  | Year | Month | Date |
|  |  |  |  |  |  |  |  |
|  |
| 5. | Citizenship |  |  |  |  |
|  | By Descent |

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|  |

 | By Registration |

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|  |  |  |  |  |  |
| 6. | Education Schools attended

|  |  |  |
| --- | --- | --- |
| Name of the School | From | To |
|  |  |  |

 |
| 7. | University Education

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name of the University | From | To | Degree Course followed with subjects | Class or Grads | Effective date of the Degree |
|  |  |  |  |  |  |
| Postgraduate Degrees/ Diploma |  |  |  |  |  |

(please attach copies of degree certificates obtained) |
| 8. | (i) Professional /Special Qualifications and Experience(ii) Research and Publications  |
| 9. | Employment Record |  |  |  |  |
|  | Post held | Institute | From | To | Number of Months | Last Drawn Salary |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |
| 10. Present Occupation |  |  |  |  |
|  | Occupation | Institute | From | To | Number of Months | Last Drawn Salary |
|  |  |  |  |  |  |  |
| 11. Other Diplomas, Memberships, Fellowships etc. |
|  | Institute | Diploma etc. | Year |  |
|  |  |  |  |  |
|  |  |  |  |  |  |
| 12. Professional Qualifications |
|  | Institute | From | To | Examinations, passed or Degrees etc. obtained |
|  |  |  |  |  |
|  |  |  |  |  |  |
| 13.

|  |
| --- |
| Proficiency in Sinhala/Tamil/English |
| Language | Ability to Work | No knowledge | Ability to Teach | No knowledge |
| Very Good | Good | Fair | Very Good | Good | Fair |  |
| Sinhala  |  |  |  |  |  |  |  |  |
| Tamil |  |  |  |  |  |  |  |  |
| English |  |  |  |  |  |  |  |  |

 |
| 14. Referees |  |  |  |  |
|  | Name | Designation | Address |  |
|  | 1. |  |  |  |  |
|  | 2. |  |  |  |  |
|  | One of the referees should be either the Professor or a Senior Lecturer of the Department of study in which the applicant had his/her University education or the Head of the Institution in which the candidate works. |
| 15. I hereby certify that the particulars submitted by me in this application are true and accurate. I am aware that if any of particulars are found to be false or inaccurate. I am liable to disqualified before selection and to be dismissed without any compensation, if the inaccuracy is detected after appointment. …………………….. …………………………………………. Date Signature of Applicant |
|   |  |  |  |  |  |
|  | **For Public Service/ Corporations/ Statutory Boards Candidates only** |
|  | 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.………………………………………………………….. Signature of the Head of the Institution |
|  | Name |
|  | Designation |
|  | Date |
|  | Seal |
|  | (N.B. when applying for several posts, each post should be applied for separately) |