

BANK OF CEYLON
POST OF TRAINEE ASSISTANT LEGAL OFFICER – 2024
BIO DATA FORM & DECLARATION

(Please attach copies of Certificate of Birth, National Identity Card and Certificates of Academic / Professional Qualifications / Notarial License Renewal Certificate for the year 2024)

1. **Last Name with Initials** : (Mr/ Ms/Mrs).....

Names denoted by initials :
(Underline the calling name)

2. **Date of Birth** :

D	D

M	M

Y	Y	Y	Y

3. **Age** :

Y	Y

M	M

D	D

(as at 27.07.2024)

4. **National Identity Card No.** :

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5. **Gender** : **Male** **Female**
(Enter (✓) relevant cage)

6. **Civil Status** : **Married** **Single**
(Enter (✓) relevant cage)

7. **Permanent Address** :

8. **Contact Details Residence** :

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Mobile :

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E-mail :

9. **Academic/ Professional qualifications:**

Qualification	Institution	Date Obtained

(Pending results as at the closing date will not be considered)

10. Appointment as Notary Public :

Language/ Languages authorized to practice	Year
Sinhala	
Tamil	
English	

Juridical Zone:	
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11. Any Other Qualifications :

Qualifications	Institution	Result

12. Computer Literacy

Course Followed	Institution	Result

13. Language Proficiency

Language	Proficiency	Give the qualification if any	
	Fluent/ Very Good/ Good/ Poor		

14. Employment Record

Present Employment

Place of Work	Position	Duration

Previous Employment

Place of Work	Position	From	To

15. Sports & Extra Curricular Activities:

Event	National/ District/ Interschool/ School Level

16. Non – Related Referees :

	(i)	(ii)
Name		
Position		
Organization		
Address		
Contact No. Office		
Mobile		
E-mail		

I certify that the information given in this application is true and correct. I am aware that submission of any incorrect information or if my application is not meeting the required eligibility criteria as at the closing date will disqualify me for the post and if any information found to be incorrect after appointment, the Bank has the right to terminate me from service without prior notice and without any compensation.

I agree to serve any part of the country as required by the bank, in the event if I have been selected for the post.

Also I am aware that the Bank has the right to disqualify me in the event of any form of canvassing.

Further, I am aware that the Bank protects the privacy and confidentiality of my personal information as per the Data Protection Policy of the Bank which is available in the bank’s website.

Date

Signature