

Specimen Application

MINISTRY OF JUSTICE, PRISON AFFAIRS AND CONSTITUTIONAL REFORMS

Recruitment to the Post of Stenographer (Sinhala) in the Management Assistant - Non Technical - Multi Functional Segment 01 Category of Service in the Department of Debt Conciliation Board (Open Basis) - 2024

- 01. (a) Name with Initials (In Sinhala) -
 Name with Initials (In English Block Capital Letters) -
- (b) Name in Full (In Sinhala) -
 Name in Full (In English Block Capital Letters)-
- 02. Permanent Address (In Sinhala) -

- 03. Permanent Address (In English Block Capital Letters) -.....

- 04. Address to which letters should be sent (In English Block Capital Letters) -

 (Should be filled only if it differs from the Permanent Address)
- 05. E-mail Address -

06. Telephone No. - (Mobile): (Fixed):
 ((Please make sure to indicate a mobile telephone number through which you may be contacted))
07. National Identity Card Number -
08. Female/Male-
09. Date of Birth - Year: Month: Day:
10. Age as at the closing date of Applications - Years: Months: Days:
11. Nationality-
12. Marital Status-
13. G.C.E. (A/L) Examination:

| S.No. | Subject | First Attempt | Second Attempt | Third Attempt |
|-------|---------|------------------------------------|------------------------------------|------------------------------------|
| | | Year: Index Number: | Year: Index Number: | Year: Index Number; |
| | | Grade | Grade | Grade |
| 1 | | | | |
| 2 | | | | |
| 3 | | | | |
| 4 | | | | |

14. G.C.E. (O/L) Examination:

YearIndexNurnber

| Subject | Pass |
|---------|------|
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15. Qualifications in terms of Paragraph 04 of the Notification of calling the Applications -

- I. Educational Qualifications-
-
-
- II. Vocational Qualifications -.....
-
-
-

III. Experience-
.....
.....

16. Language Proficiency - (Mark -√ in the relevant cage)

| | <i>Excellent</i> | <i>Good</i> | <i>Satisfactory</i> | <i>Weak</i> |
|---------|------------------|-------------|---------------------|-------------|
| Sinhala | | | | |
| Tamil | | | | |
| English | | | | |

17. Receipt of Payment of Examination Fees -

Certification by the Applicant

I, ,do hereby declare that the information furnished by me in this application are true and correct. I certify that I have not been subject to dismissal from the service or retirement for general inefficiency as a merciful alternative to dismissal and I have not vacated the post. I am also aware that, if any particulars contained herein are found to be false or incorrect, I am liable to disqualification, if detected before selection and to dismissal without compensation, if detected after appointment.

Date :

.....,
Applicant's Signature.