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EASTERN UNIVERSITY, SRI LANKA

Trincomalee Campus

FORM OF APPLICATION – NON-ACADEMIC POST

Application for the Post of

I Personal Information

1.1 Full Name (Mr/Mrs./Ms.)

1.2 Name with Initial/s

1.3 Date of birth

1.4

Age on the
closing date
of the
Application

1.5 Sex

1.6 Civil Status

1.7 a. Permanent Address

b. Telephone Number

Residence-

Mobile-

c. Fax Number

d. E-mail Address

1.8 Whether Citizen of Sri Lanka

Yes

No

1.9 National Identity Card No.

2. Educational Qualification

2.1

School attended	From	To	Last Class passed

2.2 G.C.E (O/L) Exam Results

G.C.E (A/L) Exam Results

Year & Index No.	Subject	Grade

Year & Index No.	Subject	Grade

2.3 University/ Post Graduate Education (Degrees, Diplomas, Etc)

University	From	To	Subject/Field of Study	Degree/ Diploma/ Certificate	Grades

2.4 Professional Qualifications

Language Proficiency

Language	Highest Examination Passed

3. *Employment Record*

3.1 Present Employment

Institution / Department	Post	Salary per month	With effect from

3.2 *Previous Employment*

Institution / Department	Post	From	To	Salary per month

4. *Experience relevant to the post*

5. *Extra Curricular Activities*

6. Other relevant Particular

I do hereby certify that the above particulars submitted by me are true and accurate. I am aware that if any of the particulars are found to be false or inaccurate I am liable for disqualification, or dismissal without any compensation if the inaccuracy is detected after appointment.

Date:.....

.....
Signature of applicant

Recommendation of the Head of the Institute/ Department

Applicant can/ cannot be released, if selected for appointment.

Any Special Comments:

Date :

.....
Signature of the Head of Dept.

Eligibility :

Yes

No

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If not, reasons :

.....
.....
.....

Checked by :

Subject : Management Assistant

Name :

Signature :

Deputy Registrar/ Senior Assistant Registrar/ Assistant Registrar, Establishments :

Name :

Signature :

Date :