

Specimen Application Form

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For office use only

Recruitment to the posts in the National Institute of Labour Studies -2025

Post:.....

1.0

1.1 Name with initials of the applicant -

.....

(In English block letters) (Eg: PERERA A.B.C)

1.2 Name in full -

(In English block letters)

1.3 Name in full -

(In Sinhala)

1.4 National Identity Card No -

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2.0

2.1 Female -1 Male -

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 0 (Write the number in the relevant cage)

2.2 Permanent Address -

(In English block letters)

2.3 Permanent Address -

(In Sinhala)

2.4 Telephone No -

2.5 Email-.....

3.0

3.1 Marital status: 1- Married 2- Single

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 (Write the number in the relevant cage)

3.2 Date of birth:

Year	Month	Date								
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3.3 Age as at the closing date of applications:

Year	Month	Date						
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3.4 Whether you are a citizen n of Sri Lanka by birth or by registration?

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4.0 Educational Qualifications

4.1 G.C.E. (Ordinary Level) Examination

i. Year and month of the examination: Year - Month-.....

ii. Index Number -

iii. Result -

Subject	Grade	Subject	Grade
1.		6.	
2.		7.	
3.		8.	
4.		9.	
5.		10.	

4.2 G.C.E. (Advanced Level) Examination:

i. Year and month of the examination: Year - Month -.....

ii. Index Number -

iii. Result -

Subject	Grade
1.	
2.	
3.	
4.	

4.3 Details of the degree: (For Programme Officer)

i. Date the degree was awarded -

ii. University of institute -

iii. Name of the degree or certificate of education -

iv. Date of validity of the degree or certificate of education -

v. Class obtained -

vi. Medium in which the degree was followed -

5.0 The medium in which the applicant expects to face the interview

1. Sinhala 2. Tamil ☐ (Write the number in the relevant cage)

6.0 Professional Qualifications

Name of the course	Duration	Institute

7.0 Experience

Institution	Duration	Post

8.0 Declaration of the applicant

I solemnly declare that the information I have provided in this application is true and correct to the best of my knowledge. I agree to bear any loss that may arise from failure to complete and/or incorrect completion of any information herein. I further declare that all information herein has been completed correctly.

Signature

Date

9.0 Attesting the signature of the applicant

I do hereby certify that Mr./Mrs. who is submitting this application is personally known to me and that he/she affixed his/her signature in my presence on the date of

.....

.....

Signature and official seal
of the attesting officer

Date

Name of the attesting officer -

Post -

Address-

10. Endorsement of the head of department/institution (For internal applicants)

The applicant, Mr./Mrs/Miss., is serving in this institution as a and I recommend and submit his/her application. If selected for this position, the necessary steps may be taken to release him/her from the service of this institution.

.....
Signature of the head of institution

.....
Date

Name of the certifying officer -.....

Post

Address