

4.0 Educational qualifications :

4.1 If the Officer has been recruited before 26.11.2001 (when considered the effective date of the Appointment) highest grade passed at the school:-

4.2 Particulars of G.C.E. (0/L) Examination:-

	First Sitting	Second Sitting
Year of the examination:
Index No. :

<i>Subject</i>	<i>Grade</i>	<i>Year in which the candidate sat for the examination</i>
i. Sinhala/Tamil Language
ii. Arithmetic / Pure Mathematics / Elementary Mathematics / Commercial Arithmetic
iii.
iv.
v.
vi.
vii.
viii.
ix.
X.

5.0 Service particulars :

- 5.1 Name of the Institution at which you are serving at present :
- 5.2 Ministry or Department to which it belongs :
- 5.3 Clearly indicate the office and the Head of the Institution where your personal file is maintained :
- 5.4 Designation of the present post :
- 5.5 Date of appointment to the present post :
- 5.6 Whether the present post is permanent or temporary :
- 5.7 Whether confirmed in the present post :
- 5.8 The date on which you qualified for confirmation in service :
- 5.9 Reference No. and date of letter issued confirming you in the present post :
- 5.10 Present annual salary (consolidated) :
- 5.11 Salary Scale (As per Public Administration Circular No: 03/2016 dated 25.02.2016): - PL-1-2016/ PL-2-2016/ PL-3-2016 /MN-01-2016 (Cross off irrelevant words) :
- 5.12 Whether the present appointment is pensionable :
- 5.13 Period of service in the present post as at 24.08.2020 :

6.0 Particulars of the receipt obtained by paying the examination fee:

- (i) Office to which the examination fee was paid :
- (ii) The date and number of the receipt :
- (iii) Amount paid :

Affix the relevant receipt firmly here.
(It would be advisable to keep a photocopy with the candidates)

I hereby certify that the information furnished here by me is correct. I am also aware that if any particular contained herein is found to be false or incorrect before appointment, I am liable to be disqualified and if found after appointment, I am liable to dismissal from service. Further, I am bound by the rules and regulations imposed by the Commissioner General of Examination on conducting the examination and decisions taken on issuance of results.

Date :

.....

Signature of the applicant.

(In the presence of the Head of Department)

Note:- The applicant should place his/her signature in the presence of his/her Head of Department or an officer authorized to sign on behalf of him.

Attestation of Signature :

I certify that Mr./Mrs./Miss.....employed at my place of work and who is personally known to me, placed his/ her signature in my presence on.....

Date :

.....

Signature and official stamp of the person attesting.

Name :

Designation :

Address:.....

Certificate of the Head of Department

I hereby certify,

- (1) that this candidate (Mr./Mrs./Miss.) is an employee in this Department.
- (2) that he/she is holding a permanent post.
- (3) that he/she has been confirmed in a permanent post as at 24.08.2020.
- (4) that he/she has been issued a letter confirming him/her in a permanent post.
- (5) that he/she has completed at least 5 years of active service on or before 24.08.2020.
- (6) that he/she is drawing a salary / or is on a scale of salary which is within the limits prescribed in para 8.0 of the *Gazette* notification.
- (7) that he/she has not been subjected to a disciplinary punishment as per the provisions set out in Public Service Commission Circular No. 01/2020 as at 24.08.2020.
- (8) that he/she could be released from his/her present post, if selected for an appointment on the results of this examination.
- (9) that the application bears a receipt to the value of Rs. 600/-
- (10) that the particulars given in his/her application have been checked with records available in this Department and that he/she is eligible to sit for this examination according to the regulations prescribed in the *Gazette* notification relating to this examination.

Date :

.....

Signature and official stamp of Head of Department.

Name :

Designation :

Address :

- Note:**
- (1) This certificate should be signed only by the behalf Head of Department or by a Staff Officer duly authorized to sign. The officer issuing the certificate should be satisfied to the effect that the contents of the certificate are correct in all aspects.
 - (2) The application of any candidate who does not satisfy all the requirements of eligibility should not be forwarded to the Commissioner General of Examinations.



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COURSES
පාඨමාලා



LOTTERY RESULTS
ලොතරැයි ප්‍රතිඵල