

**SUGARCANE RESEARCH INSTITUTE
APPLICATION FOR THE POST OF
PROCUREMENT OFFICER**

1. Personal Details							
	Name in Full						
	Address						
	Date of Birth		National ID No.				
	Sex		Civil Status				
	Contact Tel. Nos.						
2. Qualifications							
	I	Degree	Year : University: Subject Area : General/Special : Class Obtained:				
	II		Year : University: Subject Area : General/Special : Class Obtained:				
	III	Diploma/Certificate course	Year : Institution : Subject Area :				
3. Relevant Experience							
	I	Prior to graduation	Period		Employer	Position held	Area
			<u>From</u>	<u>To</u>			
	II	After graduation	Period		<u>Employer</u>	<u>Position held</u>	<u>Area</u>
			<u>From</u>	<u>To</u>			

4.	Relevant additional qualifications	
8.	Extra Curricular Activities (Sports, Societies)	
9.	Any other relevant competencies	
10.	Why do you wish to apply for this post	
11.	Whether you have been convicted by the Courts for any offence.	
	If so give details	

* Please attach the copies of the certificates and relevant documents.

** If space is not sufficient to write the details, submit them as attachment.

I certify that the information given above are true and correct to best of my knowledge.

.....
Signature of the Applicant

Date:

Certification by the Head of the Institute:
(Applicable only for the applicants of Government/Semi Government/Corporations and Statutory Board)

I do hereby declare that the applicant, Dr/Mr/Mrs/Miss
is serving in the post of of the
Institution/Department from on permanent/temporary/casual basis and he/she can be/cannot be released
from the service, if he/she will be selected for the post applied.

.....
Signature of the Head of the Institute/Department with official stamp

Date :
Name of certifying officer :
Post :
Address :
.....