

Ministry of Agriculture, Livestock, Lands and Irrigation – Agriculture Division

Application for the Post of Director (Information and Communication Technology) in Sri Lanka Information and Communication Technology Service

Part (A) – To be filled by the officer

1. Name in full : Mr./Mrs./Ms.....
2. Date of Birth :
3. National Identity Card No. :
4. Period of Service :

Grade/Class	Period of Service
Grade I Class I	
Grade II Class I	
Grade III Class I	

5. Current post and field of work:
6. Educational Qualifications :

- Details of Postgraduate Degrees/Postgraduate Diplomas obtained

Postgraduate Degree/Postgraduate Diploma	Year	University	Subjects

7. Professional Qualifications :

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8. Special tasks completed :

Service rendered and special tasks/contributions/achievements	Description	Certification by the Head of the Institution is included / not included

I hereby declare that the above-mentioned information is true and accurate to the best of my knowledge.

.....
Date

.....
Signature, Designation and
Official Seal of the Applicant

(b) To be completed by the Head of the Institution

- I. The officer has/has not completed three years of active and satisfactory service prior to the date of calling for applications.
- II. The officer has / has not earned salary increments during the 03 years immediately preceding the date of calling for applications.
- III. The officer has been/ has not been subjected to any disciplinary punishment within the 03 years immediately preceding the date of calling for applications.
- IV. Disciplinary action or a disciplinary inquiry is / is not being conducted against the officer.
- V. Particulars on Leave obtained during the immediately preceding 03 years

Serial No.	Year	Leave with Pay	Leave with Half Pay	No Pay Leave

I hereby confirm that the above-mentioned information is correct according to the personal file of the officer. Additionally, I kindly inform that if the officer is selected for the post applied for, he/she can be released with/without a successor or providing a successor at a later stage.

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Signature, Designation and Official Seal of
the Head of the Department/Institution