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பொது நிர்வாக, உள்ளாட்டலுவல்கள், மாகாண சபைகள் மற்றும் உள்ளூராட்சி அமைச்சு
Ministry of Public Administration, Home Affairs, Provincial Councils and Local Government

මගේ අංකය } MPA/SSD/12/RECRU/9937 (III) } ඔබේ අංකය } දිනය } 2022.10.05
எனது இல } உமது இல } திகதி }
My No } Your No } Date }

Filling of vacancies in Grade I of Sri Lanka Scientific Service under Section 11.2 of the Minute of Sri Lanka Scientific Service No 1877/27 dated 28.08.2014

Reference the notice for calling of applications published on the Gazette of Democratic Socialist Republic of Sri Lanka No 2300 dated 30.09.2022

02. Accordingly, it is informed that the officers in Grade I of Sri Lanka Scientific Service serving at following Ministries/ Departments who satisfy qualifications can apply for the same.

- I. Department of Government Analyst
- II. Department of Export Agriculture
- III. Department of Irrigation
- IV. Ministry of Plantation Industries (Minor Export Crop Development Division)

03. Application can be downloaded on www.pubad.gov.lk

Sgd/ M.M.P.K. Mayadunne
Secretary,
Ministry of Public Administration, Home Affairs
and Provincial Councils & Local Government,

Telephone No : 0112-695187
Fax : 0112-695187
Email : pubadssd@gamil.com

Specimen Application

Application for the post ofin Grade I of Sri Lanka Scientific Service in the
Ministry / Department of

1. Particulars of the officer

- i. Full name
(in English)
(Ex: HERATH MUDIYANSELAGE SAMAN KUMARA GUNAWARDHANA)
- ii. Name with initials (in English):.....
(Ex: GUNAWARDHANA, H. M. S. K.)
- iii. Full name (in Sinhala):
- iv. Date of birth:
- v. Age as at the closing date of application:
Years.....Months.....Days.....
- vi. National Identity Card Number:
- vii. Permanent address:
.....
.....
- viii. Telephone number :
Office:
Mobile:
- ix. Email Address

2. Particulars of the post:

- i. Current service station and address :
- ii. Date of appointment to Grade III:
- iii. Date of appointment to Grade II:
- iv. Grade to which the officer belongs at present and the date of appointment to that
Grade:
- v. Post held by the officer at present:
- vi. Date of appointment to that post:

3. Seniority

01	Active and Satisfactory period of Service from the date of appointment to the last date of calling applications	
02	Whether No pay leave has/ has not been obtained (If obtained, mention the dates)	

4. Qualifications relevant to the field:

4.1. Special contribution made to the relevant field

❖ Researches and publications	Description	Relevant year
Research publications		
Dissertations		
Innovations		
Newspaper articles		

❖ Abstract should be produced at the interview.

5. Statement of the applicant:

I hereby certify that the particulars furnished above by me are true and correct to the best of my knowledge.

Date :

.....

Signature of the applicant

Part II

(to be perfected by the Head of the department)

The particulars mentioned in the application submitted by Mr. /Mrs. /Miss.
.....in Grade I of Sri Lanka Scientific Service serving at the
Ministry/ Department of

.....
are correct/ not correct as per the information in the personal file. It is hereby kindly informed that disciplinary action has been taken/ has not been taken and is intended / not intended to be taken against him/ her. Further, he/she has earned/ has not earned salary increments during the 05 years immediately preceding the date of calling of applications and his/ her application is hereby recommended/ not recommended.

.....
Signature of the Secretary of the Ministry/ Head of the department

Official stamp

Date