

Department of Information Technology Management

Application form for appointment to the post of Director (Information & Communication Technology) of Sri Lanka Information & Communication Technology Service.

Part A Should be completed by the Officer

1. Name in Full: - Mr./Mrs./Miss .....
2. Date of Birth: - .....
3. National Identity Card Number: - .....

4. Service Period

Class/Grade	Service Period
Class 1 Grade I	
Class 1 Grade II	
Class 1 Grade III	

5. Present post held and subject area: - .....
6. Educational Qualifications

- Details of Post Graduate Degree /Post Graduate Diplomas obtained

Post Graduate Degree/ Post Graduate Diplomas	Year	University	Subjects

7. Professional Qualifications: - .....

8. Completed Special Tasks

Service Performed and Special tasks/ Contributions /Achievements	Description	Availability of the certificate of the Head of the Department (Available/Not Available)

I hereby declare that the above particulars furnished by me are true.

Date .....

.....  
Signature of the Applicant  
Designation and Official Frank

Part (B) should be completed by the Head of the Institute

- I. The officer has / has not completed an active and satisfactory service period of 03 years prior to the date of calling applications.
- II. The officer has/has not earned increments within 03 years preceding the date of calling application.

III. The officer has/has not been subjected to any disciplinary penalty within 03 years preceding the date of calling application.

IV. Action is / is not being taken to initiate Disciplinary proceedings or disciplinary investigations are/are not being taken against the officer.

V. Leave particulars obtained during the preceding 03 years

S.No.	Year	Paid Leave	Half Paid Leave	No Pay Leave

It is hereby informed that the particulars of the officer are correct as per the personal file of the officer and in the event the officer is selected for the post applied for, he/she can be released with/without replacement/on the basis of getting a replacement later.

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Signature of the Head of the Department / Institution  
Designation and Official Frank.