

Application for filling the Vacancies in Grade I of Sri Lanka Architects' Service on the Experience in Service and Merit of the Officers in Grade I of Sri Lanka Architects' Service

Part I – Should be perfected by the officer himself

1. Full name of the officer (In Sinhala):-

.....

2. Name of the officer with initials at the end (In English block capitals):-

.....

3. Full name of the officer (In English block capitals):-

.....

4. Sex :- Female Male

5. Date of Birth :- Year Month Date

6. National Identity Card Number :-

7. Present service station: -

8. (i) Permanent address in English block capitals (Letter is sent to this address) :-

.....

(ii) Telephone number :-

9. (i) Date on which you have been appointed to Grade I of Sri Lanka Architects' Service:-

.....

(ii) Service period from the date on which you have been appointed to Grade I of Sri Lanka Architects' Service up to date of calling applications:-

Years Months Days

10. Educational and professional qualifications :-

| Serial No: | Educational qualifications | Year in which qualifications were satisfied | Institution |
|------------|----------------------------|---|-------------|
| 1. | PHD | | |
| 2. | MPhil | | |
| 3. | MSc | | |
| 4. | Other | | |

11. Experience in the service

(i) Publications submitted in relation to the field under 2.2.1 of the marking scheme:-

.....

(ii) Posts held at recognized local/ foreign Institutions in relation to Architecture under 2.2.2 of the marking scheme:-

.....

12. (i) Have you obtained no-pay leave or half pay leave since the date of appointment to Grade I of Sri Lanka Architects' Service?

| Serial No: | Matter | Duration | |
|------------|--------|----------|----|
| | | From | To |
| | | | |
| | | | |
| | | | |

(ii) Have you earned all the salary increments in 05 years immediately preceding the closing date of applications?

Yes No

13. (i) Have you been subjected to a disciplinary punishment within the past 05 years?

.....

(iii) Are there any disciplinary inquiries, which have not been concluded?

.....

14. Posts applied for (Indicate No: 1 and 2 on the order of preference)

(i) Senior Architect

(ii) Director (Architecture)

15. I hereby declare and certify that the particulars furnished by me are true and correct.

.....
 Date

.....
 Signature of the Officer

Part II – Recommendation and certification of the Head of the Department

Delete the parts, which are not applicable.

- (i) Any disciplinary action has not been taken or not intended to be taken against this applicant
(If disciplinary action has been taken, the date of committing the offense: indicate the details on the disciplinary action such as the punishment)
- (ii) This applicant has/ has not obtained no-pay or half pay leave after being promoted to Grade I. (If the applicant has obtained no-pay or half pay leave, indicate the particulars in the table below)

| Duration | | Half pay/ no pay leave | Matter |
|-----------------|-----------|-------------------------------|---------------|
| From | To | | |
| | | | |

- (iii) The applicant has/ has not earned all the salary increments within the five (05) years immediately preceding the date of promotion and completed a satisfactory period of service.
- (iv) Accordingly, I hereby recommend/ do not recommend the application since he/ she has/ has not satisfied the basic qualifications required to appear for this interview.

.....
Date

.....
Signature of the Head of the Department