## Specimen Application Form

## Application for the post of Additional Provincial Director to the Department of Animal Production and Health of Central Provincial Council

1.					
2.					
	II. Service an	d Grade:			
3.	Personal addr	ress:			
4.	Sex			······································	
5.	I.Date of Birt	:h	:		
	II. Age as at 1	18.02.2025	:		
6.	National Iden	ntity Card No	:		
7.	Contact No.	i). Personal	:		
		ii) Official	:		
8.	Date of prom	otion to Sri Lanka Aı	nimal Producti	on and Health Service Grade I:	
9.	Period of acti	ve service in Grade I	as at the closis	ng date of application (18.02.2025)	
	Years		Months	Days	
10.	. Educational c	qualifications in the fi	eld related to t	the post	
		or of Philosophy/ Pos gree/ Post- Graduate		Institute offered	Year

order	degree/ Post- Graduate Diploma	institute offered	y ear

11. Details relating to the period of service from the date of first appointment to ..../2025

No	Service Station	Post held and grade relevant to	Peri	od
order	Service Station	the post	From	From

#### 12. Annual Performance Appraisals

Details on rating obtained in performance appraisal during the period of five years immediately prior to the closing date of application (cross offirrelevant words)

Year	Rating obtained in performance appraisal
2020	Excellent / Above average / Satisfactory
2021	Excellent / Above average / Satisfactory
2022	Excellent / Above average / Satisfactory
2023	Excellent / Above average / Satisfactory
2024	Excellent / Above average / Satisfactory

#### 13. Other qualifications

I. Commendations –

(Marks will be awarded only for commendations made in form "General 230 b")

No.	Commendations received	Commendations received		Field of work to which
Order		From whom	Year	this commendation was received

#### II. Awards

(As mentioned in Para. 02.4.2 of the Marking Criteria published on the website)

No. Order	Details of the awards (related to which matter)	Whether Provincial/ National/ International awards	Institution offered

# III. Papers published in International or National Scientific Journals (Details on publications mentioned under paragraph of 02.4.3 the Marking Criteria published on the website)

No. Order	Published articles	Relevant category

### IV. Financial Management

(As mentioned in Para. 02.4.4 of the Marking Criteria published on the website)

No.	Financial Management	Duration
Order		

	Understanding on	Development Affairs	Duration
	lge on Administrative Affairs n Para. 02.4.6 of the Marking	S Criteria published on the website)	
No. Order	Knowledge	on administrative affairs	Duration
•	liately preceding the closing	Schedule I & II of Establishment of date of applications and all information and all information	•
	of the Head of the Departm		
true as per relev immediately pred	ant officer's personal file, he ceding 05 years and as per the	by Mr./Mrse/she has earned all the salary inche provisions of Public Service Co	crement on 18.02.2025 within the
	* * *	s not been subjected to any discin future. He/ She could be release	iplinary punishments, disciplinary
inquiries and not	anticipated to hold inquiry i	in future. He/ She could be release	iplinary punishments, disciplinary ed from current post if selected for
inquiries and not this Post.	anticipated to hold inquiry i		iplinary punishments, disciplinary ed from current post if selected for
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inquiries and not this Post.  Date:	anticipated to hold inquiry i	Signature of the Head of D Name (Place official stamp)	iplinary punishments, disciplinary ed from current post if selected for
inquiries and not this Post.  Date:	anticipated to hold inquiry in an anticipated to hold inquiry in an anticipated to hold in antic	Signature of the Head of D Name (Place official stamp)	iplinary punishments, disciplinary ed from current post if selected for department
inquiries and not this Post.  Date:	anticipated to hold inquiry in an of the Secretary to the Minimmend the above application and ation of Chief Secretary of	Signature of the Head of D Name (Place official stamp)  stry  Signature of the Se Name	iplinary punishments, disciplinary ed from current post if selected for epartment  epartment  ecretary of the Ministry

(Place official stamp)

Name

Signature of Provincial Chief Secretary