

**Model Application**

**Recruitment to the Post of Legal Officer Grade III of the Executive Grade Category in the  
Ministry of Buddhasasana, Religious and Cultural Affairs - 2024.**

(for office use only)

(Indicate the relevant number in the cage. Sinhala -2/Tamil -3/English-4)

Note: -The medium applied cannot be changed.

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**1.0 1.1** Name in Full (Mr./Mrs./Miss) .....  
(in Sinhala/Tamil) .....

**1.2** Name in Full : .....  
(in English Block Capitals) .....

**1.3** Name with Initials(Mr./Mrs./ Miss): .....  
(in Sinhala/Tamil) Example: M. G. B. S. K. Gunawardhana

**1.4** Name with Initials : .....  
(In English Block Capitals)

**2.0 2.1** Permanent Address : .....  
(in Sinhala/Tamil) .....

**2.2** Permanent Address : .....  
(In English Block Capitals) .....

**3.0 3.1** Gender : Female - 1  (indicate the relevant number in the cage)  
Male - 0

**3.2** Marital Status: Married - 1  (indicate the relevant number in the cage)  
Unmarried - 2

**3.3** Date of Birth : Year  Month  Date

**3.4** Age as at ..... 2024 : Years  Months  Days

**3.5** National Identity Card No :

**4.0 4.1** Telephone No. : Fixed

Mobile

**5.0 Educational qualifications**

<b>5.1 Degree</b>	<b>Institution</b>	<b>Date</b>
.....	.....	.....
.....	.....	.....

**6.0** Date of Swearing in as an Attorney-at –law of the Supreme Court : .....

**6.1** Date of completion of 3 years’ experience after taking oath in Supreme Court : .....

**6.2** Date of completion of 3 years’ experience in a legal post in a government institution: .....

\* Certificates/documents in proof of basic qualifications, should be certified by the applicant himself and submit along with the application.

**7.0** Particulars on each of the qualification obtained under No.06 of the notification of calling applications :

**7.1** Additional Educational Qualifications: .....

.....

**7.2** Additional Professional Experience: .....

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**7.3** Knowledge on Information Technology: .....

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**7.4** Language Proficiency: .....

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\* Documents in proof of additional qualifications should not be sent with the application and it is responsibility of the applicant to keep them ready to present at the interview.

**8.0** Have you ever been convicted before a Court of law?

(If yes, Provide details)

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**9.0** Declaration of the Applicant :-

I declare that the particulars given by me in this application are true and correct and that all parts of this application have been filled up accurately and I am aware that if this declaration made by me is found to be false, I am liable to disqualification before selection and to dismissal from service if it is revealed after appointment and that I am bound by all the rules and regulations.

.....

Date

.....

Signature of the Applicant

**10.0 Attestation of the Signature of the Applicant :**

I certify that Mr./Mrs./Miss ..... who is submitting this application is personally known to me and he/she has placed his/her signature in my presence on this ..... day of .....

.....

Signature of the Attester

Name in full :

Designation :

Date :

(Should be authenticated by the Official Stamp.)

**11.0 Recommendation of the Head of the Department : (Only for the officers in public service)**

I hereby certify that Mr./Mrs./Miss ..... who has furnished above particulars, is working in this institution, and that the particulars furnished by him/her are correct, that his/her work and attendance are satisfactory, that no complaints are against him/her and he/she can be released from the service at this institution once he/she selected for this post.

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Signature of the Head of the Department/ Institution

Name :

Designation :

Address :

Date :

(Indicate the official stamp.)