

Job Application No –

Closing date for Application submission: - 26-03-2026

TO

CHAIRMAN,  
SRI LANKA FOREIGN EMPLOYMENT AGENCY (PVT)LTD.  
APPLICATION FOR THE POST OF

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<b>1. Name with Initials</b>		<b>(Mr./Mrs. /Miss)</b>
Name in full		

<b>2. Postal Address</b>	
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<b>City / Town :</b>		<b>Postal Code :</b>	
<b>Mobile Number -01</b>		<b>Mobile Number -02</b>	
<b>Email Address</b>		<b>WhatsApp Number</b>	

<b>3. NIC Number</b>	
<b>3.1 Passport Number (If any)</b>	

<b>4. Date of Birth</b>	D	D	M	M	Y	Y	Y	Y
Age as at the Closing date	Years		Month		Days			

<b>5. Civil Status</b>	<b>Married</b>		<b>Unmarried</b>	
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**6. Academic Qualifications****6.1 G C E (O/L) (Copies of Certificate Should be attached)**

<b>Index No.</b>		<b>Year</b>	
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<b>Subject</b>	<b>Grade</b>	<b>Subject</b>	<b>Grade</b>

**6.2 G C E (A/L) (Copies of Certificate Should be attached)**

<u>Index No.</u>		<u>Year</u>	

  

<u>Subject</u>	<u>Grade</u>	<u>Subject</u>	<u>Grade</u>

**6.3 If any Certificate Course / Diploma (Copies of Certificate Should be attached)**

<u>Name of the Institution</u>	<u>Name of the Course</u>	<u>Duration</u> <u>(Date should be mentioned)</u>	
		From date	to date

**6.4 University qualification (Copies of Certificate Should be attached)**

<b>Name of the University / Institute</b>	
<b>Name of the Degree</b>	
<b>Medium</b>	
<b>Class</b>	
<b>Whether Internal / External</b>	
<b>Date of graduation</b>	
<b>Effective date of the degree</b>	

**6.5 Postgraduate qualification (Copies of Certificate Should be attached)**

<b>Name of the University / Institute</b>	
<b>Name of the Master's Degree</b>	
<b>Medium</b>	
<b>Date of graduation</b>	
<b>Effective date of the degree</b>	

**7) Work Experience (Copies of Service Certificates with the full date Should be attached)**

Name of Institute / Organization	Designation	Duration				Total Experience In Years
		Year	Month	Year	Month	

**8. Other Achievements:**

Achievement	Year

**09. Names of two non-related referees with addresses and Contact Nos.**

Name & Position	Official Address	Telephone Nos.	Residential Address	Telephone Nos.
1.				
2.				

**10. Copies of the following certificates (Not originals) should be attached:  
Applications not supported by copies of these certificates will be rejected**

- a) Copy of National Identity Card
- b) Certificates of Educational and Academic Qualifications
- c) Academic Transcript of Degree
- d) Certificates of Professional Qualifications
- e) Letters of Experience
- f) Copies of other achievement certificates

I do hereby certify that the particulars furnished by me in this application are true and accurate. I am also aware that, any particulars contained herein are found to be false or incorrect, I am liable to be disqualified before selection or to be dismissed without any compensation if such detection is made after appointment.

.....  
Signature of Applicant

Date: .....