



**NATIONAL SAVINGS BANK**

**APPLICATION TO THE POST OF .....**

1. Name in Full : (Mr / Mrs / Miss) (Please underline surname)				
2. Mailing Address :		Mobile No :		
3. Address of Permanent Residence:		Telephone No :		
District :				
4. E-mail :				
5. Date of Birth :				
6. Civil Status :				
7. Nationality :				
8. National Identity Card No :				
9. Education				
A. School Attended:				
B. Higher Education				
Name of University / Institute	Period		Title of Degree	Results (Class & Division)
	From	To		

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**C. Professional Education**

Name of Institute	Period		Title of Course	Results
	From	To		

**10. Memberships of Professional Bodies:**

**11. Working Experience :**

Name & Address of the Institution	Designation	Duration	Main duties and responsibilities handled by you

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12. Extracurricular activities:

13. Non-Related Referees :

	Office Address & <u>Telephone No.</u>	Residential Address' <u>Telephone No. &amp; E-mail</u>
<u>Name &amp; Occupation</u>		
i)		
ii)		

13. I certify that all the information given by me in this application is complete and true and I agree that if, after appointment any item of information is found to be incomplete or untrue, I will be liable for termination of my employment.

**Date :** .....

.....

**Signature**

Photocopies of the following documents should be attached:

- (a) Certificate of Birth
  - (b) National Identity Card
  - (c) Educational & Professional qualifications Certificates
  - (d) Service Certificates
- (Photocopies of certificates should be certified by the applicant)

HRD Division

National Savings Bank

Head Office

Colombo 3.

For Official Use :