



DFCC Bank PLC
 Post Box 1397, 73/5 Galle Road,
 Colombo 03
 Tel +94 11 2442442
 E-mail recruit@dfccb.com
 Web www.dfcc.lk

Post Applied for:

Affix a recent photo here. Trim to this size or smaller

Instructions

Please print or write legibly in English. Additional information can be given by attaching A4 sheets. Attach photocopies of certificates pertaining to academic and professional qualifications and a copy of your Curriculum vitae. Please staple all papers together (Do not use paper clips). Initial each page at the bottom. Mail, e-mail or fax completed application form to DFCC Bank PLC. Final appointment will be subject to a medical examination and security screening.

PERSONAL DETAILS (Please fill in BLOCK capital letters)

FULL NAME

(Underline the name preferred to be addressed by)

Male

Date of birth (dd/mm/yyyy):

Age :

NIC No/Passport No:

Female

Address (permanent residence)

Contact Address (if different from permanent address)

District :

District :

CONTACT DETAILS

Mobile :

Office :

Home :

E-Mail :

Academic Qualifications

Secondary School Education (Completing this section is mandatory for non-executive positions)

Exam	School/ Institute	Year	Main subjects & grades
G.C.E. (O/L)			1.
			2.
			3.
			4.
			5.
			6.
			7.
			8.
			9.
			10.
G.C.E. (A/L)			1.
			2.
			3.
			4.

Tertiary Education *(Degree with a class or a professional qualification)*

Name of university / Institute	Duration (From – To)	Degree with the class / Diploma / Qualification details	Main course and subject

Achievements

Please list any achievements not included above such as scholarships, relevant research work, sports, extra-curricular activities.

Employment History

Name, Phone Number & Address of Institution	Main activities handled by you	Duration (From – To)	Job designation	Name & tel no of Supervisor
Present Employment				May we communicate with your supervisor? Yes <input type="checkbox"/> No <input type="checkbox"/>
Previous Employment				May we communicate with your supervisor? Yes <input type="checkbox"/> No <input type="checkbox"/>
Previous Employment				May we communicate with your supervisor? Yes <input type="checkbox"/> No <input type="checkbox"/>

References

List **at least three persons not related to you** and who have known you for at least 5 years, who are familiar with your character and qualifications. Do not list supervisors named in your Employment Record.

	Full Name	Occupation	Address	Tel No.	Email Address
1					
	Capacity in which you know the referee :				
2					
	Capacity in which you know the referee :				
3					
	Capacity in which you know the referee :				

Have you got a close relative working in the DFCC Bank PLC? If so give name and relationship.

Yes No

Have you ever applied for a job at DFCC Bank PLC? If so give details:

Yes No

Have you ever committed or have been convicted of any criminal or unlawful activity?

Yes No

State any material facts not covered elsewhere including other interests

Please ensure that all questions have been answered in full, before signing the Application.

I, the undersigned certify that the statements made by herein are complete and true to the best of my knowledge and belief.

I understand that any willful mis-statement renders me liable to dismissal, if employed.

Signature

Date