

General Circular Letter No.:
02-54/2002

My No. TCS/N/03/2001

Department of Health Services,
385, "Suwasiripaya",
Baddegama Wimalawansa Mawatha,
Colombo 10

.04.2002

All Provincial Secretaries of Health Services,
All Provincial Directors of Health Services,
All Heads of Decentralised Units,
Specialised Campaigns,
Directors of Teaching Hospitals and Heads of
Institutions of the Ministry of Health.

SECONDED POST - UNIVERSITY OF PERADENIYA

Applications are invited from Medical Officers attached to the Department of Health Services who have served for less than 10 years for the following Posts. If officers who have not completed the Probation Period apply for these Posts and if they are selected for appointment, they should complete the balance of their Probation Period after they return to their Substantive Posts. Please also note that this would mean a reduction of Seniority by the period of Secondment.

UNIVERSITY OF PERADENIYA

Department of Anatomy - 02 Posts

02. Applications prepared according to the Specimen Form overleaf should be forwarded through the Supervising Officers to reach the Heads of Decentralised Units on or before 10.05.2002. The Heads of D.U.U. are expected to check the particulars given in each applications should be sent by Registered Post of reach this Office on or before 10.05.2002 together with a covering letter indicating the Names of Applicants. Applications received in this Office after the stipulated date will not be considered.

APPLICATIONS SHOULD NOT BE FORWARDED TO THE UNIVERSITY

03. These Posts will be considered as a Special Post in the Department.

04. Applications of Officers who have already held Special Post will not be considered for these Posts.

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05. Please bring the contents of this Circular to the notice of all eligible Officers attached to your Institution/Division/ Campaign.

06. Please also see that the Applications received by you in respect of this Circular are forwarded to this Office on or before the stipulated date.

(Dr. Samarakoon Piyasena)
Director (Medical Services)
for Director General of Health
Services.

Copies to :

1. Professor, Malkanthi Chandrasekera
University of Peradeniya
2. G.M.O.A.

Mal/-

SPECIMEN APPLICATION FORM

Application for the Post of 1.
2.
3.

01. (a) Name of Applicant : Dr. (Mrs). (Miss).

(b) Designation & Present Place of work :

02. Date of Post Intern Appointment :

03. (a) Present Grade :

(b) Date of Appointment to present Grade :

04. Date of Birth & Age :

05. List of Appointments held with periods :

(a) Have you held a Special Post/ Second Post :

(b) Have you been selected for a Special Post/ Second Post :

06. Professional Qualifications :

.....
Signature of the Applicant

Date:

Recommendation of the Head of Institution.

.....
Signature of Head of Institute

Recommendation of the Head of Decentralised Unit.

Recommended/ Not Recommended

I certify that the particulars given at 01 to 06 in the Application are correct.

.....
Signature of Head of the
Decentralised Unit.

Mal/-

