

**Ministry of Education**

**APPLICATION FOR THE REGISTRATION OF EXTERNAL RESOURCE PERSONS**

Please read application procedures in ***Annex I*** before completing this form

1. **PLEASE SELECT THE CAPACITY IN WHICH YOU WISH TO REGISTER AT MoE:**

Professor Professional Other ……………………………………

Lecturer Entrepreneur

Consultant Public Officer

1. **KEY FUNCTIONAL AREAS OF WORK EXPERTISE**

Lecturing and Training Aesthetic Education

Education Consulting Distance Learning and Media Communication

English and Second Language Education Teaching in the North and East

Science and Mathematics Examinations

Primary Education and Early child Education Management and HR Consulting

Laboratory Experimentation Research in Education

Curriculum Development Education and Career Development

Teaching and Learning Materials Nutrition in Schools

Translating Sinhala, Tamil and/or English Education Administration

1. **PERSONAL PARTICULARS**

***(USE CAPITAL LETTERS)***

Full Name

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

Mailing Address

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

City / Town

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

Province Country

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

Tel. No.

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Home |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | | |  | |
|  |  |  | |  | |  | |  | |  | |  |  |  | |  | |  | |  | |  | |
| Mobile |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Fax |  |  |  |  |  |  |  |  |  |  |  |  |  |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Email Address |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |

Gender Male  Female 

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| NIC No |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Date of Birth | D | D | M | M | Y | Y | Y | Y |  |  |  |  |  |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Marital status |  |  | Single |  |  | Married |  |  |  |  |  |  |  |

1. **EDUCATION BACKGROUND**

|  |  |  |  |
| --- | --- | --- | --- |
| Name of University /College | Degree / Diploma /Certificate | Awarded year | Specialization |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

1. **EMPLOYMENT RECORD**

|  |  |  |
| --- | --- | --- |
| Job Positions Held (Most recent) | Name of Organization/ Company | Period of service (Years/Months) |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

1. **LANGUAGE PROFICIENCY**

**(Please tick the appropriate box)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **SINHALA** | Excellent | Very Good | Good | Satisfactory | Weak |
| Written Communication |  |  |  |  |  |
| Verbal Communication |  |  |  |  |  |
| **TAMIL** |  |  |  |  |  |
| Written Communication |  |  |  |  |  |
| Verbal Communication |  |  |  |  |  |
| **ENGLISH** |  |  |  |  |  |
| Written Communication |  |  |  |  |  |
| Verbal Communication |  |  |  |  |  |
| **OTHER** |  |  |  |  |  |

1. **COMPETENCIES (e.g: Lecturing, Curriculum Development, Research, Writing)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Competency Category** | **Competency level** | | | |
|  | Postgraduate | Master’s | Bachelor’s | Certificate |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

1. PLEASE DESCRIBE HOW YOUR EDUCATION, WORK EXPERIENCE AND COMPETENCIES WOULD HELP YOU EXCEL IN THIS ROLE:

………………………………………………………………………………………………………………………………………………………………………

………………………………………………………………………………………………………………………………………………………………………

………………………………………………………………………………………………………………………………………………………………………

………………………………………………………………………………………………………………………………………………………………………

………………………………………………………………………………………………………………………………………………………………………

1. PLEASE DESCRIBE WHY YOU APPLIED FOR THIS :

………………………………………………………………………………………………………………………………………………………………………

………………………………………………………………………………………………………………………………………………………………………

………………………………………………………………………………………………………………………………………………………………………

………………………………………………………………………………………………………………………………………………………………………

………………………………………………………………………………………………………………………………………………………………………

I confirm that the information given in this form, as well as any on the attached CV signed by me and the documents are accurate and complete to the best of my knowledge.

…………………………………………………… …………………………………………

Signature of Applicant Date

Annex I

**APPLICATION PROCEDURES**

**Potential Resource Persons will apply for registration with the following documents:**

1. Applicants who are overseas also may apply.
2. On-line education, training and consulting are possible.
3. Completed Application form obtainable from M.o.E or [www.moe.gov.lk](http://www.moe.gov.lk).
4. Certified copy of the highest academic qualification.
5. Certified copy(ies) of the most relevant professional certificates (not more than three)
6. Full curriculum vitae, clearly indicating in its first page the applicant’s area of competencies and intended key functional areas of work.

 Please use black ballpoint pen in CAPITAL letters only.

 All sections of the form must be completed and the declaration signed and dated

Please send your complete application and documents on or before March 20 , 2023 to [edureformsrp@gmail.com](mailto:edureformsrp@gmail.com) and hardcopies to Prof. G. Nanayakkara, 3rd Floor, Ministry of Education, Isurupaya, Battaramulla.