

ARPICO FINANCE CO. LTD
GUIDE FOR INTERVIEW

Position Applied:

1. Name :
2. Address :
3. Tel No :
4. Age : Date of Birth :
5. Race : Religion :
6. Marital Status :
7. Spouse Name : Sex :
8. Family Background :
9. Dependents and their ages :

If children are employed :	Place of work	Salary

10. Assets :
11. Other Income :
12. Own Transport :
13. School attended :
14. Educational Qualification :

	G.C.E (O/L)	G.C.E (A/L)
	No of	No of
	D	A
	C	B
	S	C
	F	S
		F
15. Sports Activities :
16. Extra Curricular Activities :
17. Knowledge of English :

Read	Write	Speak
Sinhala	Read	Write
Tamil	Read	Write
	Write	Speak
18. Professional Qualification:
- If any :

- 19 Working Experience :..... Related to Post:.....
- 20 Any other Capabilities :.....
- 21 Present Occupation :.....
- 22 Present Salary :.....
- 23 Reason Applying for this post :.....
- 24 Expected Salary / Perks :.....
- 25 Date available :.....
- 26 Referees (1)..... (2).....
.....
.....
- 27 National ID No :..... Passport No :.....
- 28 Driving License No :.....
- 29 Willing to wear Male : Shirt – Trouser – Tie
Female : Saree.....

FOR OFFICE USE ONLY

- Health :.....
- Personality :.....
- Dress sense :.....
- Manners :.....
- Handwriting :.....
- Agreed Salary & Perks :.....
- Remarks of the
Departmental Head :.....
:.....
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- Consultant HR :.....
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Consultant

Final recommendation of the Jt. Managing Directors.....
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Jt Managing Director

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Jt. Managing Director

