



**NATIONAL HR
CONFERENCE** **2018**
TRANSFORMATION OF HR
IN THE DIGITAL WORLD
06 - 07 JUNE, BMICH, COLOMBO

Personal Details

Name in Full	
Name with Initials	
NIC Number	
Address: Residence	
Address: Official	
Contact No: Residence	
Contact No: Mobile	
Email Address	

Details of the PQHRM

Student Number	
Year of completion	
Year of Graduation	
Specify the grade achieved	

Details of the PQHRM Final Research

Theme	
Marks obtained	

Employment Record (Related to HR only)

Positions Held	Period (from-to)	Organization

Current Employment Details		
Position Held	Date of Employment	Details of Job Responsibilities
Significant Contribution/Value additions delivered to the HR functions after obtaining the PQHRM Qualification		
Initiatives taken to improve the Effectiveness and efficiency of the overall HR functions of the organization or Industry		
Research or case studies presented contributing towards Solving of problems or issues within the workplace		
Trainings conducted to improve productivity of the current workplace		
Steps taken to achieve continuous Professional development		

Contributions made towards the environment protection and social development initiatives to the organization or society at large	
The contribution made specifically to the Institute (IPM)	
Applicant's Declaration	
I, the undersigned confirm that the information provided in the application are true and correct.	
Signature	
Date	
Attestation by the CEO of the current work place	
Name	
Telephone (Office/Mobile)	
Email address	
Signature	
Date	

Documents to be enclosed with the application

- Certified Copy of the PQHRM Certificate
- Certified Copies of all academic and professional qualifications
- Certified copy of the organizational structure
- Certified copy of the List of Duties and Responsibilities (JD)
- Certified copies of the Service Records and Service Certificates,
- Certified copies of any other relevant document

Criteria for Application

The applicant should have completed the following criteria in order to apply for the above award

- Should have completed Professional Qualification in Human Resource Management (PQHRM) conducted by the Institute of Personnel Management after 2007.*
- Should have POST-QUALIFYING HR EXPERIENCE OF MIN. of one year after getting the PQHRM qualification.*
- Should have proven track record having delivered value addition to the HR function within the said organization. (Internal recognition, recognition by the top management, visible change or improvement due his/her initiative)*
- Should have demonstrated leadership in activities that contributed to the enhancement of HR policies and procedures within the Industry*
- Should have been a self- motivated and pro- active individual in the Industry.*
- Should have taken meaningful steps to achieve continuous professional development*

Please forward all applications to reach:

*The NHRC Secretariat
The Institute of Personnel Management Sri Lanka
43, Vijaya Kumaranatunga Mawatha,
Colombo 05.*

The Applications should reach us by 2nd May 2018

The Institute shall keep such records strictly confidential

The decision of the panel shall be final.