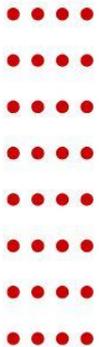
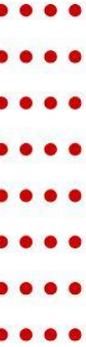


**User Guide for Submission of  
Application for the Post of  
“Customer Service Assistant”  
People’s Bank-2025**



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## Acronyms

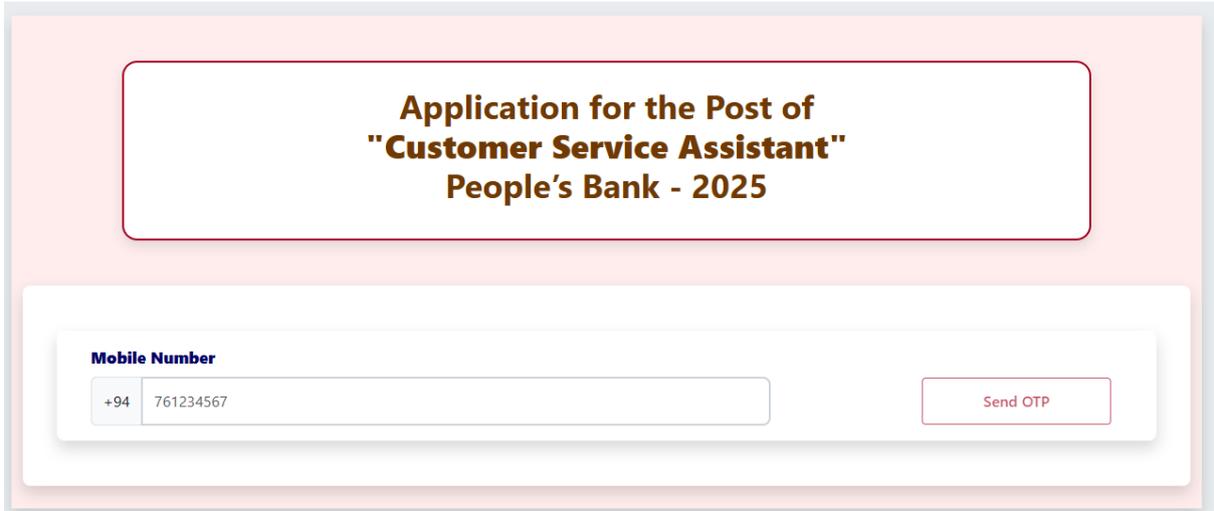
OTP	One-time Password



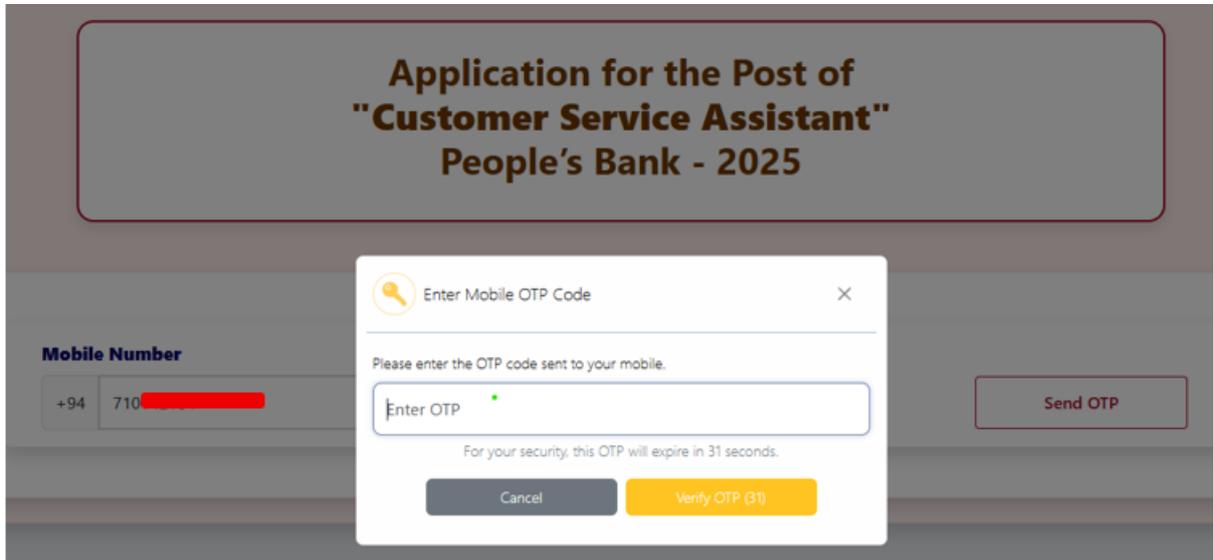
## Mobile and Email Verifications

### Mobile Verification

First, enter a valid mobile number. Then, click on "Send OTP" to receive an OTP for verification. (Upon entering a valid mobile number, an OTP will be sent to the provided number, which you must use to verify your mobile number.)



The screenshot shows a form titled "Application for the Post of 'Customer Service Assistant' People's Bank - 2025". Below the title is a "Mobile Number" input field with a dropdown menu showing "+94" and a text box containing "761234567". To the right of the input field is a "Send OTP" button.



The screenshot shows the same form as above, but with a modal dialog box open. The dialog box is titled "Enter Mobile OTP Code" and contains the text "Please enter the OTP code sent to your mobile." Below this is an input field with the placeholder text "Enter OTP". At the bottom of the dialog box, there are two buttons: "Cancel" and "Verify OTP (31)". The background form is dimmed, and the "Send OTP" button is visible on the right.

If you are unable to enter the OTP or do not receive it within 60 seconds, you can request a new one by clicking the "Resend OTP" option. Please note that you have 60 seconds to enter the OTP once it is received.



### Application for the Post of "Customer Service Assistant" People’s Bank - 2025

**Mobile Number**

+94 71 [REDACTED] Reset

**NIC Number**

200532503884 Save

If you wish to enter a different mobile number, click the “Reset” button and enter the new mobile number that you want to use.

If you are unable to enter the OTP or do not receive an OTP within 60 seconds, you can click on "Resend OTP" to request a new one.

#### Email Verification

### Application for the Post of "Customer Service Assistant" People’s Bank - 2025

**Mobile Number**

+94 71 [REDACTED] Reset

**NIC Number**

200532503884 Reset

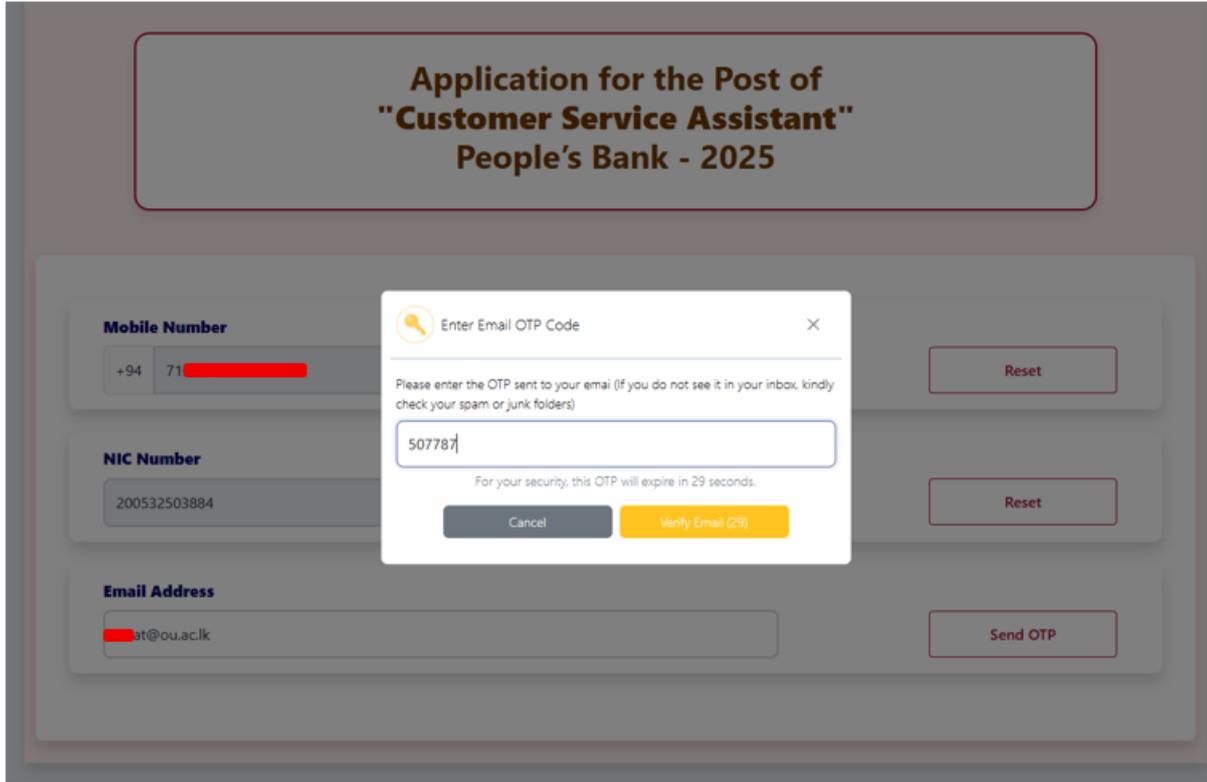
**Email Address**

[REDACTED]@ou.ac.lk Send OTP

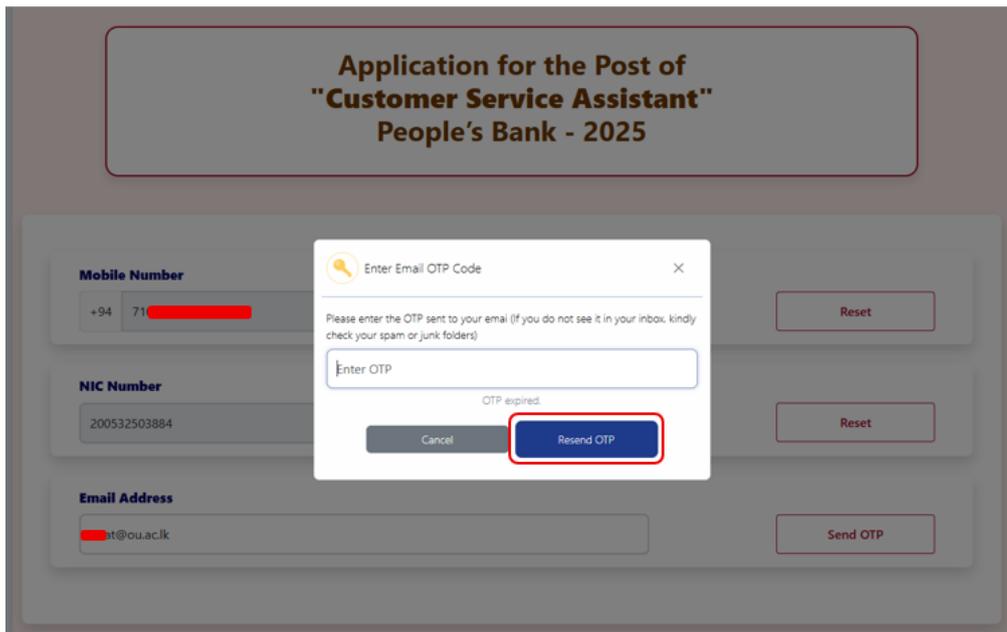


Email verification is required for future correspondence. The verified email address will be used to send the examination admission card in due course.

Please enter a valid email address and click on "Send OTP." An OTP will be sent to the provided email address for verification.



If you are unable to enter the OTP or do not receive an OTP within 60 seconds, you may request a new one by clicking on the "Resend OTP" option (You have 60 seconds to enter your OTP code).



## Basic Qualification Selection

Please select your O/L and A/L qualifications. Multiple selections are not allowed.

**Please Select Your Qualifications**

**O/L Qualification**

Should pass minimum of six (6) subjects at G.C.E (Ordinary Level) examination with 05 credits passes including Mathematics, English and Sinhala/Tamil in one and same sitting.

**OR**

Should pass Edexcel or Cambridge Ordinary Level (O/L) examination with 06 subjects with 06 “C” passes including English and Mathematics in one and same sitting.

**AND**

**A/L Qualification**

03 simple passes at the G.C.E (Advanced Level) examination in one and same sittings (excluding General English). However, passing General English is an added advantage.

**OR**

03 “E” passes at Edexcel or Cambridge Advanced Level (A/L) examination in one and same sitting.

After selecting your O/L and A/L qualifications, you will be required to enter your personal information.





Once you have completed entering your personal information, you should acknowledge the declaration.



## Declaration

### DECLARATIONS

- I confirm that I have not been, and am not currently, involved in any activities related to money laundering, terrorist financing, or any other financial crimes. I understand that People’s Bank reserves the right to conduct background checks and report any suspicious behavior to relevant authorities in compliance with applicable AML regulations.
- I confirm that I will truthfully disclose whether I am a Politically Exposed Person (PEP), which includes individuals who hold or have held prominent public functions, as well as their immediate family members or close associates. I understand that this information is required for risk assessment and compliance purposes only.
- I do hereby declare that the particulars furnished here are true according to my knowledge and belief. At any stage of the recruitment if it is revealed that I do not possess the required eligibility criteria, I am aware that I am disqualified and I cannot hold the position. I am aware that I will be dismissed from the service if it is revealed that I am not eligible to be appointed to this post after being selected to the post. Any information mentioned herein will not be altered later. Further, I agree to be bound by the rules and regulations imposed by the Open University of Sri Lanka on conducting the Examination, issuance of results and by the People’s Bank pertaining to the newspaper advertisement, conducting the interviews and awarding placement.
- I hereby declare that, to the best of my knowledge, I am not currently involved in any ongoing civil or criminal court cases, investigations, or legal proceedings that may affect my eligibility or ability to perform the duties of the role applied for.

[Confirm the personal Details & Proceed to Payment](#)

[Reset Form](#)

Once you acknowledge, you can click on “Confirm the Personal Details and Proceed to the Payment”. Here you can review and confirm whether the information you entered is correct.

To clear the form, please click the "Reset Form" button. This will erase all previously entered information, allowing you to re-enter your details from the beginning.

Upon selecting the “Confirm the Personal Details and Proceed to the Payment” option, you will be taken to the application summary page.



## Application Summary

### Application Summary

<b>Full Name</b>	: KEERTHISINGHE MUDIYANSELAGE CHARITH CHANAKA PROMOD KEERTHISINGHE
<b>Name with Initials</b>	: KEERTHISINGHE K. M. C. C. P.
<b>Date of Birth</b>	: 21/11/2005
<b>Gender</b>	: Female
<b>Civil Status</b>	: Single
<b>NIC</b>	: 200532503884
<b>Email</b>	: [REDACTED]@ou.ac.lk
<b>Mobile</b>	: 9471 [REDACTED]
<b>Other Phone Number</b>	: 94775421154
<b>O/L Qualification(s)</b>	: Should pass minimum of six (6) subjects at G.C.E (Ordinary Level) examination with 05 credits passes including Mathematics, English and Sinhala/Tamil in one and same sitting.
<b>A/L Qualification(s)</b>	: 03 simple passes at the G.C.E (Advanced Level) examination in one and same sittings (excluding General English). However, passing General English is an added advantage.
<b>Permanent Address</b>	: 61/3, SECOND LANE, ANAGARIKA DHARMAPALA MAWATHA MATARA
<b>Electorate District</b>	: Monaragala
<b>Medium of Examination</b>	: English
<b>Examination Center (Open University Center)</b>	: Matara

➡ To continue, you must pay the application fee of **Rs. 500.00**

[Review & Edit](#)

By submitting this application, I acknowledge that the information provided is accurate and complete to the best of my knowledge, and I confirm that the submitted details will not be changed.

  [Proceed to Payment](#)

If you wish to edit any of the entered information, click the “Review and Edit” button to make the necessary updates.

Please ensure that all entered information is correct. Once the payment is made, no further changes can be made.

After confirming and acknowledging the details, you may proceed with the payment.

## Payment Procedure

Here, you need to enter your payment details and click on “Pay.”



### Payment Details 🔒

\* Required field

Card Type \*

VISA Visa  Mastercard

Card Number \*

Expiration Month \*  Expiration Year \*

CVN \*

This code is a three or four digit number printed on the back or front of credit cards.

### Your Order

Total amount 500.00 Rs

When you click on "Pay," you will be required to enter the OTP to proceed with the transaction. Enter OTP and click “Submit”.



### Purchase authentication

We just sent you a one-time password by Text to +9471 . Your pass-code will expire in 05 minutes.

You are authorizing a payment to OPEN UNIVERSITY OF SL for LKR 500.00 on 6/27/2025 with your card .

OTP

[RESEND OTP](#)

### Need help?



ශ්‍රී ලංකා විවෘත විශ්වවිද්‍යාලය  
இலங்கை திறந்த பல்கலைக்கழகம்  
The Open University of Sri Lanka

If the payment is successful, you will receive the payment details.

If you are unable to enter the OTP, you can click on “Resend OTP” to request a new one.

Application Status

<b>Application Status</b>	Application Fee Paid - Processing
<b>ApplicationNumber</b>	: PB010000
<b>Name with Initials</b>	: KEERTHISINGHE K. M. C. C. P.
<b>Full Name</b>	: KEERTHISINGHE MUDIYANSELAGE CHARITH CHANAKA PROMOD KEERTHISINGHE
<b>Gender</b>	: Female
<b>Date of Birth</b>	: 2005-11-21
<b>NIC</b>	: 200532503884
<b>Address</b>	: 61/3, SECOND LANE, ANAGARIKA DHARMAPALA MAWATHA MATARA
<b>District</b>	: Monaragala
<b>Marital Status</b>	: Single
<b>Exam Medium</b>	: English
<b>Center</b>	: Matara
<b>Email</b>	: [REDACTED]@ou.ac.lk
<b>Mobile</b>	: 9471 [REDACTED]
<b>Alternate Phone</b>	: 94775421154

A payment confirmation message will be sent to your registered email address and mobile number.

*Please note:*

Your admission card will be sent to your given email address.

