



Ceylon Petroleum Storage Terminals Limited

VACANCY

Applications are invited from citizens of Sri Lanka to be considered for the under-mentioned post in our Organization.

GRADE

A – 7

POST

STAFF ASSISTANT

SALARY SCALE

Monthly allowance of Rs. 50,000/- (All inclusive) will be paid during the training period of one year. The candidate who successfully complete the training programme will be recruited to Grade A-7 on permanent basis.

NATURE OF APPOINTMENT:

Permanent Basis (after the training) at Grade A-7

Rs. 72,865 – 5 x 1045: 10 x 1305 – 91,140

REQUIRED QUALIFICATIONS FOR THE POST:

1. Minimum academic qualification of either:

- i. A four year Bachelor's Special Degree with Second Class (Upper Division) from a University/Institute recognized by UGC Sri Lanka in any of the following subjects/disciplines
 - Chemistry, Physics, Mathematics, Statistics
 - Accounting, Financial Management, Human Resource Management
 - Business Administration, Business Management, Economics, Marketing
 - Information Technology
 - Naval or Maritime Affairs

OR

- ii. A Bachelor's Degree (First Class) obtained from a University/Institute recognized by UGC Sri Lanka including three subjects out of the subjects specified above.

2. Having a Postgraduate qualification and professional qualification will be an added qualification.
3. Should be competent in English Language.

AGE LIMIT:

Should not be more than 28 years on the closing date of application.

SELECTION CRITERIA:

Selection will be done through a written examination and interview. The candidates who pass the examination will only be called for the interview.

FRINGE BENEFITS:

After absorbing to the permanent cadre, entitle for Free Medical facilities including Nursing Home facilities under the Medical Insurance Scheme of the Company, Housing Loan facilities, Vehicle Loan facilities etc.

The Company will contribute 15% of the salary towards the EPF whilst the employee will have to contribute 10% . The Company will also contribute 3% of the salary towards the ETF.

HOW TO APPLY

- a. Applications from employees in Government Departments and Statutory Bodies should be forwarded through their Head of Institutions who should certify whether the applicant could be released to take up appointment, if selected.
- b. A detailed application should be forwarded with names and addresses and contact details of two non related referees.
- c. Copies of all educational certificates should be enclosed along with the application.

The post applied for should be written on the top left-hand corner of the envelope which contains the application should be sent to the following address by Registered Post on or before 01.11.2017.

Human Resource Manager
Ceylon Petroleum Storage Terminals Limited (CPSTL)
Kolonnawa, Wellampitiya.
Tel: 2572597 / 2572307