



Ceylon Petroleum Storage Terminals Limited

Kolonnawa

We are a common user facility with two main installations and island wide network of bulk storage locations providing services for the marketing Companies Ceylon Petroleum Corporation & Lanka Indian Oil Company.

V A C A N C Y

Applications are invited from the suitably qualified Sri Lankan citizens for the following post

CHIEF LEGAL OFFICER

(Grade A-2)
(Permanent Basis)

Qualifications required

Attorney-at-Law with fourteen (14) years of active continuous practice.

- Masters degree in Law as well as experience in a similar capacity in a large commercial establishment would be a definite advantage.

Age limit: Less than 45 Years.

Please note :

The upper age limit of 45 years will not be applicable to those who are in Public Service, State Corporations or similar Institutions.

Scope of work

Provide leadership to the Legal Function and manage the Function effectively taking initiatives planning and managing the routine and scheduled activities of the Function.

Provide appropriate legal advice to the Management and the Functional Heads with regard to administration and management of the Company as well as the individual Functions.

Sound knowledge and experience in drafting all types of Notarial Deeds, Agreements and Contracts and also to ensure all the legal related documents handled by other Functions are in compliance with the accepted rules and regulations of the Company and in line with the laws of the country.

To coordinate with the internal Heads of Functions as well as the other external bodies with regard to legal issues and the related activities to provide an efficient legal service to the company.

Sound knowledge and experience with regard to disciplinary rules and procedures and also the functions, powers and procedures of the different courts of law and the judicial system of the country.

Give timely advice to the Management on the legal aspects of the corporate and commercial matters as well as changes of the legal environment.

Salary scale : Rs. 110,345 - 5 x 1,945 : 10 x 2,335 = 143,420/-

Fringe Benefits:

- **Allowances: vehicle, fuel, house rental etc.,**
- **Two months annual bonus & one month medical bonus**
- **Medical Insurance Cover**
- **Loan facilities**

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

Please forward your CV along with the copies of relevant Certificates and Certificates of experience with names and addresses of two non related referees under registered post to reach the Human Resource Manager on or before 10.11.2017 indicating the post applied for on the top left-hand corner of the envelope.

Applications which are not comprehensive enough to verify above requirements will be rejected.

Human Resource Manager
Ceylon Petroleum Storage Terminals Limited (CPSTL)
Kolonnawa, Wellampitiya.