



Ceylon Petroleum Storage Terminals Limited

Kolonnawa

V A C A N C Y

Applications are invited for the following post in our Organization.

ASSISTANT MANAGER INVESTIGATION

(Grade A-5)

Qualifications required

1. A Bachelor's degree of a recognized university and five (05) years post degree experience with eight (08) years service experience in Management, Administration, Statistics, Economics, Science, Law.

OR

2. A Bachelor's degree of a recognized university with eight (08) years relevant experience in investigation field. (Government appointed Commission or equivalent investigation/intelligent unit)

OR

3. Minimum of eight (08) years unblemished service as a commissioned officer of Military Police, Navy Police, Air Force Police or an officer of Sri Lanka Police out of which five (05) years should be at the capacity of an Inspector of Police, Captain/equivalent or higher ranker of Military Police, Navy Police or Air Force Police.

Fluent in English Language, Computer Literacy would be definitely an added advantage.

Age limit: Below 45 years.

Please note :

This age limit is not applicable for the employees who are presently in the service of Government Ministries / Departments / Statutory Bodies / fully owned Government Companies. They should submit their applications through their Heads of Departments.

Scope of work

1. To assist the Head of Function and Deputy Manager Investigation in planning, organizing and conducting, investigations/inspections/surprise checks at Kolonnawa and Muthurajawela Installations, Bulk Depots and all other related services.
2. Engage, deploy, instruct and co-ordinate investigation officers for such activities on the instruction of the Head of Function and advice the investigation officers to prepare investigation files and disciplinary files.
3. Liaise and co-ordinate with external, government and non-government bodies in relation to investigation matters and maintain a cordial relationship with such bodies.
4. Maintain confidentiality, proper conduct and discipline and ensure successful completion of assigned investigation cases from the commencement to the end inclusive of preplanning and wrap up activities.

Common Requirements:

- Should be a citizen of Sri Lanka
- Should bear an excellent moral character.
- Should be physically and mentally fit to handle the roles and responsibilities of this position.
- Should have obtained required qualifications and experience on or before the date indicated in the advertisement.
- Should have proficiency in English and computer literacy.

Salary scale : Rs. 127,120 - 5 x 1,695 : 10 x 2,230 = 157,895/-

Fringe Benefits:

- **Allowances: fuel, meal, terminal and attendance incentive 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. Selected candidate will be placed on probation for a period of three years from the date of assumption of duties.

Please forward your CV along with the copies of Birth Certificate, Degree Certificate and/or Certificates of experience with names and addresses of two non related referees under registered post to reach the Human Resource Manager on or before 26.05.2018 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.
Tel: 2572597