



# Ceylon Petroleum Storage Terminals Limited

Kolonnawa

## V A C A N C Y

Applications are invited for the following post in our Organization.

### INVESTIGATION OFFICER

(Grade B-1)

#### Qualifications required

1. G.C.E. (A/L) examination in at least two subjects and 10 years' experience in the relevant field including five years at supervisory level.
- OR**
2. G.C.E. (O/L) examination in six subjects in not more than two sittings with 14 years' experience in the relevant field including five years at the supervisory level.
- Experience in Military Police, Air Force Police, Navy Police or in Sri Lanka Police would be a definite added advantage.

#### Age Limit : Below 45 Years

This age limit is not applicable for the employees who are presently in the service of Government or Semi Government Organizations. They should submit their applications through their Heads of Departments. (This age limit is also not applicable for the applicants who have served in armed forces as per the Public Administration Circular No. 299 of 23.07.1985.)

#### Scope of work

1. Carry out the investigations/inspections/surprise checks at Kolonnawa and Muthurajawela Installations, Bulk Depots and all other activities related to misconducts, frauds, theft of company properties and assets or tasks given within the time frame.
2. Preparation of investigation reports and disciplinary action files to fulfill the requirement of immediate supervisor and maintain the confidentiality and capability to work with other in-house and outside parties and authorities in cordial manner.

#### 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. 89,870 – 5 x 1,075 : 10 x 1,270 – 107,945 p. m.

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, Educational 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 .29.03.2022. Indicate the post applied for on the top left-hand corner of the envelope.

Please note that the applications which do not contain adequate information to verify the above criteria will be rejected and only the shortlisted candidates will be called for the interview.

- Application called for this post on 03.05.2021 is cancelled hereof.

Human Resource Manager

**Ceylon Petroleum Storage Terminals Limited (CPSTL)**

Kolonnawa, Wellampitiya.