



Ceylon Petroleum Storage Terminals Limited

Kolonnawa

V A C A N C Y

Applications are invited for the following post in our Organization.

ASSISTANT INVESTIGATION OFFICER

(Grade B-2)

Qualifications required

1. A Bachelor's Degree of a recognized university in the field of Management, Administration, Statistics, Economics or equivalent with six (06) years experience related to the investigation field. (Government accepted Commission or equivalent Investigation/Intelligent Unit)

OR

2. Minimum of three (03) years unblemished service as a non commissioned officer of Military Police, Navy Police, Air Force Police at the rank of Warrant Officer or higher rank or Sub Inspector and above of Sri Lanka Police Department with total eight (08) years experience in the field of investigation.

Fluent in English Language, and computer literacy would be definitely an 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 1985.07.23.)

Scope of work

1. Carry out the investigations/inspections/surprise checks in Kolonnawa and Muthurajawela Terminals, 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 files in line with the procedural requirements and maintain the confidentiality, proper conduct, discipline and capability to work with other in-house and outside parties and authorities in a 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. 82,825 – 5 x 960 : 10 x 1,140 – 99,025

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 email 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 to hrm@cpstl.lk to reach the Human Resource Manager on or before 17.05.2021.

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

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