



DEMOCRATIC SOCIALIST REPUBLIC OF SRI LANKA
Ministry of Ports & Shipping and Southern Development
Ceylon Shipping Corporation Ltd.



VACANCIES

Applications are invited to recruit suitable candidates holding citizenship of the Democratic Socialist Republic of Sri Lanka and possessing the relevant qualifications and experience for the following posts.

1) Post of Deputy General Manager (Legal & Insurance/HR) HM 2-2 – (01 Vacancy)

- Qualifications :
- External Candidate** :- A Bachelor's Degree from a University recognized by the University Grants Commission.
- Or
- Corporate/ Full Membership of a recognized Professional Institution in the field of Shipping
- And
- Post Graduate Degree (not less than one year) in the field of Shipping
- And
- Minimum of Eighteen (18) years of experience in a Managerial Position out of which Five (05) years of experience in Senior Managerial Level in the field of Legal & Human Resources.
- Internal Candidates** :- Qualifications relating to the external candidate above
- Or
- Minimum of Five (05) years experience as an Assistant General Manager of Ceylon Shipping Corporation Limited in the relevant field.
- **Salary scale** : HM 2-2 – 2016: Rs. (91,645 – 12 x 2700 – 124,045)
- As per the revised salary the selected candidate will be placed at the initial point of (HM 2:2) Category, is Rs. 82,267/- as of 01/01/2019.
- In addition to this salary all government approved allowances for State Owned Enterprises will be paid.
- **Age Limit** : Should be not less than 35 years and not more than 55 years. The upper age limit will not apply to the internal candidate
- **Method of Recruitment** : A structured Interview by a panel appointed by the appointing Authority.

2) Post of Assistant Manager - JM 1-2, Grade (II) – (01 vacancy)

- **Educational Qualifications**
- External Candidates** : A Bachelor's Degree in the field of Management, Science, Marketing or Commerce from a University recognized by the University Grants Commission
- Or
- Having passed 03 subjects of qualifying examination of the Chartered Institute of Shipbrokers (UK)
- Internal Candidates** : Qualifications relevant as the External Candidate above
- Or
- Five (05) years satisfactory service in Associate Officer (MA-3)
- Or
- Five (05) years satisfactory service in a Management Assistant category MA 1-2, Grade (II)
- **Salary Scale** : JM 1-2 – 2016 Rs. (43,355 – 10 x 755 18 x 1,135 – 71,335) as per the revised salary, the selected candidates will be placed at the initial point of JM 1-2 Category, Grade (II) is Rs. 38,862/- as of 01/01/2019.
- In addition to the above salary, Government approved allowances for State Owned Enterprises will be paid.

3) Post of Associate Officer - MA 3, Grade (III) - (02 Vacancies)

- **Educational Qualifications** :
- External Candidates** : A Bachelor's Degree in Business Management/Science/Commerce/Marketing/Marine Engineering relevant to the post from a University recognized by the University Grants Commission
- **Salary scale** : MA 3 - 2016 Rs. (32,200 -10 x 445 -11 x 660 -10 x 730 -5 x 750 – 54,960)
- as per the revised salary, the selected candidate will be placed at the initial point of MA (3) Category, Grade (III) Rs.28,880/- as of 01/01/2019.
- In addition to the above salary, Government approved allowances for State Owned Enterprises will be paid.

4) Post of Management Assistant - MA 1:2 - (02 Vacancies)

- **Educational Qualifications** :
- External Candidates** : Having passed the G.C.E. (O/L) examination in six subjects in one sitting with four credits including
- I. Sinhala / Tamil
- II. Maths
- Having passed the G.C.E. (A/L) examination in three subjects other than the General Paper.
- Internal Candidates** : Employees of the categories of Primary Level – Skilled/Unskilled who possess the following qualifications are eligible to apply.
- Having passed the G.C.E. (O/L) examination in six subjects in one sitting with four credits including
- I. Sinhala / Tamil
- II. Maths
- Other Qualification** : Having completed a minimum of five (05) years satisfactory service in a permanent post in the Primary Level – Skilled /Unskilled category.
- Note** : Any period of service prior to been appointed to a permanent post or any period of service to be completed under training as a prerequisite for appointment on permanent basis to any post should not be counted within the five years of service required for qualification as stated above. Any period of service on casual / temporary basis too should not be counted for this purpose.
- Other Qualifications (General) for both Internal & External Candidates**
- Ability to work in English Language
 - Competence in Computer Literacy
- **Salary scale** : MA 1-2 Grade (III) - 2016, Rs (27,910 – 10 x 300 – 7 x 350-12 x 600 – 12 x 710 – Rs.49,080) as per the revised salary, the selected candidate will be placed at the Initial point of MA 1-2 Grade (III) Category, Rs.25,018/- as of 01/01/2019.
- In addition to the above salary, Government approved allowances for State Owned Enterprises will be paid.

5) Post of Management Assistant (Wharf) - MA (1:2) - 01 Vacancy

- **Educational Qualifications** :
- External Candidates** : Having passed the G.C.E. (O/L) examination in six subjects in one sitting with four credit including
- I. Sinhala / Tamil
- II. Maths
- Having passed the G.C.E. (A/L) examination in three subjects other than the General Paper.
- Internal Candidates** : Employees of the categories of Primary Level – Skilled/Unskilled who possess the following qualifications are eligible to apply.
- **Educational Qualifications** : Having passed the G.C.E. (O/L) examination in six subjects in one sitting with four credits including
- I. Sinhala / Tamil
- II. Maths
- Other Qualification** : Having completed a minimum of five (05) years satisfactory service in a permanent post under the above employee category.
- Note** : Any period of service prior to been appointed to a permanent post or any period of service to be completed under training as a prerequisite for appointment on permanent basis to any post should not be counted within the five years of service required for qualification as stated above. Any period of service on casual / temporary basis too should not be counted for this purpose.

- Other Qualifications (General) :**
- Ability to work in English Language
 - Holding Valid Customs House Agent's Pass (CHA) with minimum of 01 year's experience.
 - Competence in handling Customs and BOI, Import Export Documentation.
 - Knowledge of Customs & BOI Regulations on Import & Export Procedures.
 - Having a Valid Motorcycle Riding License
 - Competence in Computer Literacy

- Job description :**
- Processing of Import & Export documents at Customs
 - Liaise with Customs and BOI in order to ensure all Import & Export movement (air sea cargo) attended on time
 - Carry out Customs / BOI Export CUSDEC processing
 - Obtain approvals from required authorities

- **Salary scale** : MA 1-2 Grade (III) - 2016, Rs (27,910 – 10 x 300 – 7 x 350-12 x 600 – 12 x 710 – Rs. 49,080) as per the revised salary, the selected candidate will be placed at the initial point of MA 1-2 Grade (III) Category, Rs.25,018/- as of 01/01/2019
- In addition to the above salary, Government approved allowances for State Owned Enterprises will be paid.

General

- **Age Limit** : Should be not less than 18 years and not more than 45 years. The upper age limit will not apply to the internal and Government Sector candidates
- Method of Recruitment** : Written competitive examination and/ or a structured Interview by a Panel appointed by the Appointing Authority.

Fringe Benefits

1. E.P.F./E.T.F
2. Surgical & Hospitalization cover for indoor and outdoor treatments
3. Comprehensive Personal and Accident Cover
4. Encashment of non utilized Medical Leave
5. Annual Bonus as applicable
6. Housing Loans on concessionary terms
7. Other staff loans on concessionary terms

General Instructions

- All Applications together with Copies of Educational / Professional certificates certified by the applicant as true copy together with Birth certificate, other relevant certificates and addresses of two non-related referees should be forwarded by registered post to reach the Chairman CSCL within 14 days of this advertisement.
- Please indicate the post applied on the top left hand corner of the envelope.
- Applications from employees of Public Sector Organizations should be forwarded through the respective Heads of Institutions.
- Late and incomplete applications will not be considered
- Please note that applicants will be evaluated at a Structured Interview by a Panel appointed by the appointing authority.

Non-conformity with the above requirements will result in the application being rejected. Canvassing of any form will be a disqualification.

Chairman
Ceylon Shipping Corporation Ltd.,
No: 27, MICH Building,
Sir Razik Fareed Mawatha (Bristol Street)
Colombo 01.

Source: Silumina, Sunday Observer (2019.08.04)