



STATE PHARMACEUTICALS CORPORATION OF SRI LANKA

VACANCIES

State Pharmaceuticals Corporation is the sole importer of pharmaceuticals and medical devices for the government hospitals and the leading importer and distributor of pharmaceuticals for the private sector in Sri Lanka.

Applications are invited from suitably qualified Sri Lankan citizens to fill the following vacancies.

1). MANAGER (RESEARCH & NEW PROJECTS) (MM 1.1) GRADE II - (01 VACANCY)

Qualifications:

- a) (i) Bachelor's Degree or Bsc. Special Degree in Marketing/ Commerce/ Business Administration/ Economics of a University recognized by the University Grants Commission.
- Or**
- (ii) Any other equivalent Degree of a University/ Institution recognized by the University Grants Commission.

- b) Computer Literacy

- c) Minimum of three (03) years post qualifying experience relevant to the field of Planning of a Public/ Corporation/ Board/ Statutory Body/ Reputed Mercantile establishment.

Salary Scale : Rs. 41,899/- 1,095/- x 3, 1,205/- x 7, 1,515/- x 15 - Rs. 76,344/- (Approximate monthly remuneration will be around Rs. 80,560/-)

Age Limit : Should not be less than 18 years and not more than 45 years. The upper age limit will not be applicable to Internal Candidates.

2). MANAGER (RAJYA OSU SALA) - (MM 1.1 - GRADE II) - (01 VACANCY)

Qualifications:

- a) (i) Bachelor's Degree in Pharmacy of a University recognized by the University Grants Commission.
- Or**
- (ii) Any other equivalent Degree of a University/ Institution recognized by the University Grants Commission.

- b) Computer Literacy

- c) Minimum of three (03) years post qualifying experience as a Pharmacist of a Public/ Corporation/ Board/ Statutory Body/ Reputed Mercantile Establishment.

Salary Scale : Rs. 41,899/- 1,095/- x 3, 1,205/- x 7, 1,515/- x 15 - Rs. 76,344/- (Approximate monthly remuneration will be around Rs. 80,560/-)

Age Limit : Should not be less than 18 years and not more than 45 years. The upper age limit will not be applicable to Internal Candidates.

3). ACCOUNTANT (STOCKS & PRICING) - (MM 1.1 - GRADE II) - (01 VACANCY)

Qualifications:

1. Educational/ Professional :

- (a) (i) Intermediate Level of the Institute of Chartered Accountants of Sri Lanka (ICASL)
- OR**
- (ii) Intermediate Level of Chartered Institute of Management Accountants (CIMA)
- OR**
- (iii) Intermediate Level of Association of Certified and Corporate Accountants (ACCA)
- OR**
- (iv) Higher National Diploma in Accountancy of a recognized institution.
- OR**
- (v) Equivalent qualifications relevant to the field of Accounting and Finance of an Institution recognized by a Professional Body.

- (b) Computer Literacy

- (c) Minimum of 03 years post qualifying experience in the field of Accounting and Finance/ Book Keeping / Auditing of a Corporation/ Board / Statutory Body / Reputed Mercantile Establishment.

Salary Scale : Rs. 41,899/- 1,095/- x 3, 1,205/- x 7, 1,515/- x 15 - Rs. 76,344/- (Approximate monthly remuneration will be around Rs. 80,560/-)

Age Limit : Should not be less than 18 years and not more than 45 years. The upper age limit will not be applicable to Internal Candidates.

4). PERSONAL SECRETARY (JM 1.1 - GRADE II) - (01 VACANCY)

Qualifications:

- a) The Certificate of 'Chartered Secretary' of Chartered Institute of Secretaries.
- And**
- b) Should have typing speed of 40 w.p.m. and shorthand speed 80 w.p.m.
- And**
- c) Computer Literacy
- And**
- d) Minimum of 10 years post qualifying experience in the field of Secretarial Work of a Public/ Corporation/ Board/ Statutory Body/ Reputed Mercantile Establishment.

Salary Scale : Rs. 33,540/- 600/- x 10, 905/- x 18 - 55,830/- (Approximate monthly remuneration will be around Rs. 69,279/-)

Age Limit : Should not be less than 18 years and not more than 45 years. The upper age limit will not be applicable to Internal Candidates.

5). TECHNICAL OFFICER (MAINTENANCE & CONSTRUCTION) (JM 1.1 - GRADE II) - (01 VACANCY)

Qualifications:

Vocational/ Professional :

- (a) (i) Certificate of National Diploma in Technology (NDT) relevant to the field of Civil Works issued by the University of Moratuwa.
- Or**
- (ii) Any other Diploma in Technology relevant to the field of Civil Works not below the N.V.Q. Level-5 of a University/ Institution recognized by the University Grants Commission.

- (b) Computer Literacy.

- (c) Minimum of 10 years post qualifying experience in the field of Civil Works of a Public/ Corporation/ Board/ Statutory Body/ Reputed Mercantile Establishment.

Salary Scale : Rs. 33,540/- 600/- x 10, 905/- x 18 - 55,830/- (Approximate monthly remuneration will be around Rs. 69,279/-)

Age Limit : Should not be less than 18 years and not more than 45 years. The upper age limit will not be applicable to Internal Candidates.

6). INTERNAL AUDIT OFFICER (JM 1.1 GRADE II) - (01 VACANCY)

Degree Holders :

- (a) BSc Special Degree in Commerce/Accountancy/ Business Administration or equivalent qualifications of a University recognized by the University Grants Commission.
- And**
- (b) Computer Literacy.
- And**
- (c) Minimum of 03 years post qualifying experience in the field of Auditing/ Accounting of a Public/ Corporation/ Board/ Statutory Body/ Reputed Mercantile Establishment.

Vocational/ Professional :

- (a) (i) Intermediate Level of Institute of Chartered Accountants of Sri Lanka (ICASL)/ Chartered Institute of Management Accountants (CIMA)/ Association of Certified and Corporate Accountants (ACCA) or equivalent qualifications of an Institution recognized by a Professional Body
- Or**
- (ii) AAT Full qualification
- Or**
- (iii) Higher National Diploma in Accountancy of a Government Technical College.

- (b) Computer Literacy

- (a) Minimum of 03 years post qualifying experience in the field of Auditing/ Accounting of a Public/ Corporation/ Board/ Statutory Body/ Reputed Mercantile Establishment.

Salary Scale : Rs. 33,540/- 600/- x 10, 905/- x 18 - 55,830/- (Approximate monthly remuneration will be around Rs. 69,279/-)

Age Limit : Should not be less than 18 years and not more than 45 years. The upper age limit will not be applicable to Internal Candidates.

7). PROCUREMENT OFFICER (JM 1.1 - GRADE II) - (03 VACANCIES)

Qualifications :

- a) BSc General Degree including the subject of Chemistry / BSc Special Degree in Chemistry or equivalent qualifications of a University recognized by the University Grants Commission.
- And**
- b) Computer Literacy
- And**
- c) Minimum of one year post qualifying experience in the field of Procurement of Tenders of a Public/ Corporation/ Board/ Statutory Body/ Reputed Mercantile Establishment.

Salary Scale : Rs. 33,540/- 600/- x 10, 905/- x 18 - 55,830/- (Approximate monthly remuneration will be around Rs. 69,279/-)

Age Limit : Should not be less than 18 years and not more than 45 years. The upper age limit will not be applicable to Internal Candidates.

8). DISTRIBUTION OFFICER (JM 1.1 - GRADE II) - (01 VACANCY)

Qualifications :

- a) (i) Bachelor's Degree in Marketing/ Commerce/ Business Administration of a University recognized by the University Grants Commission.
- Or**
- (ii) Any other equivalent Degree of a University/ Institution recognized by the University Grants Commission.

- (b) Computer Literacy

- (c) Minimum of one year (01) post qualifying experience in the field of Marketing/ Sales/ Distribution of a Public/ Corporation/ Board/ Statutory Body/ Reputed Mercantile establishment.

Salary Scale : Rs. 33,540/- 600/- x 10, 905/- x 18 - 55,830/- (Approximate monthly remuneration will be around Rs. 69,279/-)

Age Limit : Should not be less than 18 years and not more than 45 years. The upper age limit will not be applicable to Internal Candidates.

9). PROMOTION AND PUBLICITY OFFICER (JM 1.1 - GRADE II) - (01 VACANCY)

Qualifications :

- (a) I. Bachelor's Degree or Bachelor's Degree relevant to the field of Mass Communication of a University/ Institution recognized by the University Grants Commission.
- Or**
- II. Any other equivalent Degree of a University/ Institution recognized by the University Grants Commission.

- (b) Computer Literacy

- (c) Minimum of one year post qualifying experience relevant to the field of Mass Communication/ Mass Media of a Public/ Corporation/ Board/ Statutory Body/ Reputed Mercantile Establishment.

Salary Scale : Rs. 33,540/- 600/- x 10, 905/- x 18 - 55,830/- (Approximate monthly remuneration will be around Rs. 69,279/-)

Age Limit : Should not be less than 18 years and not more than 45 years. The upper age limit will not be applicable to Internal Candidates.

10). OFFICER - IN - CHARGE, RAJYA OSU SALA (JM 1.1 - GRADE II) - (10 VACANCIES)

Qualifications :

- a) (i) Bachelor's Degree in Pharmacy of a University recognized by the University Grants Commission.
- Or**
- (ii) Any other equivalent Degree of a University/ Institution recognized by the University grants Commission.

- (b) Computer Literacy

- (c) Minimum of one year post qualifying experience as a Pharmacist of a Public/ Corporation/ Board/ Statutory Body/ Reputed Mercantile Establishment.

Salary Scale : Rs. 33,540/- 600/- x 10, 905/- x 18 - 55,830/- (Approximate monthly remuneration will be around Rs. 69,279/-)

Age Limit : Should not be less than 18 years and not more than 45 years. The upper age limit will not be applicable to Internal Candidates.

11). MANAGEMENT ASSISTANT (PHARMACIST) (MA 2.1 - GRADE III) - (12 VACANCIES)

Vocational Qualification

- a) Certificate of Registration as a Pharmacist awarded by the Sri Lanka Medical Council, not below the N.V.Q. Level 5, with a minimum of 01 year post qualifying experience in dispensing at a registered Pharmacy of a Public/ Corporation/ Board/ reputed Mercantile establishment.
- And**
- b) Computer Literacy

Salary Scale : Rs. 23,881/- 240/- x 10, 280/- x 7, 390/- x 4, 530/- x 20 - 40,401/- (Approximate monthly remuneration will be around Rs. 56,239/-)

Age Limit : Should not be less than 18 years and not more than 45 years. The upper age limit will not be applicable to Internal Candidates.

12). MANAGEMENT ASSISTANT (PHARMACIST ASSISTANT) (MA 1.1), GRADE III - (03 VACANCIES)

Qualifications :

- a) Having passed the G. C. E. (O/L) examination in six subjects within one sitting.
- And**
- b) Having passed the G.C.E. (A/L) examination other than the General Knowledge Paper within one sitting.
- And**
- c) Being a registered apprentice Pharmacist in Ceylon Medical College Council
- And**
- d) 02 years experience as a Trainee Pharmacist of a registered Pharmacy, after registration in Ceylon Medical College Council.
- And**
- e) Computer literacy

Salary Scale : Rs. 21,970/- 240/- x 10, 280/- x 7, 390/- x 4, 530/- x 20 - 38,490/- (Approximate monthly remuneration will be around Rs. 53,659/-)

Age Limit : Should not be less than 18 years and not more than 45 years. The upper age limit will not be applicable to Internal Candidates.

13). MANAGEMENT ASSISTANT (PRODUCTION ASSISTANT) (MA 1.1 - GRADE III) (02 VACANCIES)

Qualifications :

- (a) Passes in 06 subjects with 04 credits including Sinhala/Tamil, English, Mathematics/Arithmetic/Commercial Arithmetic and 01 other subject at the GCE (O/L) Examination, within not more than two sittings.
- And**
- (b) (i) Passes in at least 02 subjects including Chemistry (other than the General Paper) at the GCE (A/L) Examination (New Syllabus).
- Or**
- (ii) Passes in 03 subjects including Chemistry at the GCE (A/L) Examination-(Old Syllabus).
- And**
- (c) Computer Literacy

- (d) Three years post qualifying experience in production work of a Public/ Corporation/ Board/ reputed Mercantile Establishment.

Salary Scale : Rs. 21,970/- 240/- x 10, 280/- x 7, 390/- x 4, 530/- x 20 - 38,490/- (Approximate monthly remuneration will be around Rs. 53,659/-)

Age Limit : Should not be less than 18 years and not more than 45 years. The upper age limit will not be applicable to Internal Candidates.

14). MANAGEMENT ASSISTANT (CASHIER) - (MA - 1.1), GRADE III - (03 VACANCIES)

Qualifications :

- (a) Passes in 06 subjects with 04 credits including Sinhala/Tamil, English, Mathematics/ Commercial Arithmetic & 01 other subject at the G.C.E. (O/L) Examination within, not more than two sittings.
- And**
- (b) (i) Passes in at least 02 Commerce subjects (Other than the General Paper) at the G.C.E. (A/L) Examination (New Syllabus).
- Or**
- (ii) Passes in 03 Commerce subjects at the G.C.E. (A/L) Examination (Old Syllabus)
- And**
- (c) Computer Literacy

- (d) Minimum of three years post qualifying experience as a Cashier of a Public/ Corporation/ Board/ Reputed Mercantile Establishment.

Salary Scale : Rs. 21,970/- 240/- x 10, 280/- x 7, 390/- x 4, 530/- x 20 - 38,490/- (Approximate monthly remuneration will be around Rs. 53,659/-)

Age Limit : Should not be less than 18 years and not more than 45 years. The upper age limit will not be applicable to Internal Candidates.

15). MANAGEMENT ASSISTANT (STORE KEEPER) (MA 1.1 - GRADE III) - (09 VACANCIES)

Qualifications :

- 1.1 Educational :
- (a) Passes in 06 subjects with 04 credits including Sinhala/Tamil, English, Mathematics and 01 other subject at the G.C.E. (O/L) Examination, within not more than two sittings.
- And**
- b) i) Passes in at least 02 subjects (other than the General Paper) at the G.C.E. (A/L) Examination (New Syllabus)
- Or**
- ii) Passes in 03 subjects at the GCE (A/L) Examination - (Old Syllabus)
- And**
- a) Computer Literacy.

- b) Three years post qualifying experience as a Store Keeper of a Public/ Corporation/ Board/ reputed Mercantile Establishment.

Salary Scale : Rs. 21,970/- 240/- x 10, 280/- x 7, 390/- x 4, 530/- x 20 - 38,490/- (Approximate monthly remuneration will be around Rs. 53,659/-)

Age Limit : Should not be less than 18 years and not more than 45 years. The upper age limit will not be applicable to Internal Candidates.

16). MANAGEMENT ASSISTANT (STENO/ TYPIST - ENGLISH) MA 1.1 GRADE III (06 VACANCIES)

- (a) Passes in 06 subjects with 04 credits including Sinhala/Tamil/ English, Mathematics and 02 other subjects at the GCE (O/L) Examination, within not more than two sittings.
- And**
- (b) (i) Passes in at least 02 subjects (other than the General paper) at the GCE (A/L) Examination (New Syllabus).
- Or**
- (ii) Passes in 03 subjects at the GCE (A/L) Examination - (Old Syllabus).
- And**
- c) Should have a typing speed of 40 w.p.m. and shorthand speed of 70 w.p.m. in English.
- And**
- d) Computer Literacy

Salary Scale : Rs. 21,970/- 240/- x 10, 280/- x 7, 390/- x 4, 530/- x 20 - 38,490/- (Approximate monthly remuneration will be around Rs. 53,659/-)

Age Limit : Should not be less than 18 years and not more than 45 years. The upper age limit will not be applicable to Internal Candidates.

17). MANAGEMENT ASSISTANT (CLERK) (MA 1.1 - GRADE III) - (04 VACANCIES)

Qualifications :

- 1.1 Educational :
- (a) Passes in 06 subjects with 04 credits including Sinhala/Tamil, English, Mathematics and 01 other subject at the G.C.E. (O/L) Examination, within not more than two sittings.
- And**
- (b) i) Passes in at least 02 subjects (other than the General Paper) at the G.C.E. (A/L) Examination (New Syllabus)
- Or**
- ii) Passes in 03 subjects at the GCE (A/L) Examination - (Old Syllabus)
- And**
- (c) Computer Literacy.

Salary Scale : Rs. 21,970/- 240/- x 10, 280/- x 7, 390/- x 4, 530/- x 20 - 38,490/- (Approximate monthly remuneration will be around Rs. 53,659/-)

Age Limit : Should not be less than 18 years and not more than 45 years. The upper age limit will not be applicable to Internal Candidates.

Fringe Benefits :

The selected candidates will be entitled to an attractive range of fringe benefits including a monthly attendance incentive, encashment of unutilized sick leave, annual bonus, social benefits, medical benefits and medical insurance scheme for the employee and the family for hospitalization.

Applications should be with full bio-data including age, qualifications, training, work experience, present position, salary point and scale, previous positions held, dates of joining and leaving the previous employers, together with copies of certificates and names with addresses of two non related referees.

Please note that the applications without copies of the relevant certificates will be rejected. Applications from employees of Public Sector Organizations should be forwarded through the respective Heads of Institutions.

Envelopes enclosing applications should mark the post applied for on the top left hand corner and should be sent under registered cover on or before 30.09.2020 to reach,

Deputy General Manager - Human Resources & Administration
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