

Ministry of Industries

Lanka Mineral Sands Limited

VACANCIES – HEAD OFFICE / PULMODDAI PLANT

Applications are invited from qualified applicants for the following posts at fully government owned Lanka Mineral Sands Limited.

01. Deputy General Manager (Finance)

Senior Managerial Service Category (HM-1-3)

Station where the vacancy exists – Head Office– 01 Vacancy

External Applicants

- (a) Should have obtained a degree in the Finance and Accounts field obtained from a university recognized by the University Grants Commission

with

a postgraduate degree (Masters) in the finance and accounts field or an Associate Membership of the Institute of Chartered Accountants (ICA) / Chartered Institute of Management Accountants (CIMA) / Association of Chartered Certified Accountants (ACCA)

And

Should have at least 17 years of experience in the relevant subject field in a managerial level post in government, in a government corporation, board, statutory institution or reputed private sector institution along with a good service record.

- (b) Should have obtained a full membership of the Institute of Chartered Accountants (ICA) / Chartered Institute of Management Accountants (CIMA) / Association of Chartered Certified Accountants (ICCA)

and

Should have at least 17 years of experience in the relevant subject field in a managerial level post in government, in a government corporation, board, statutory institution or reputed private sector institution along with a good service record.

Internal Applicants

Should have obtained one of the following qualifications

- Should have fulfilled the qualifications for external applicants mentioned above.
- Should have completed a satisfactory service period of at least 02 years in the relevant subject field in a post in Senior Managerial (HM 1-1) Service Category
- Should have completed a satisfactory service period of at least 07 years in the relevant subject field in a Grade 1 post in Managerial (MM 1-1) Service Category

Salary Code No. and Monthly Salary Scale relevant to HM-1-3 Service Category

As per the Management Service Circular No. 02/2016

Salary Code No. HM-1-3, Rs. 86,865/- = 2,270x15 = 120,915/-

Salary will be paid placed at the initial salary step of Rs. 86,865/-

Following allowances also will be paid to HM-1-3 Salary Category

- Transport allowance as per the Circular Nos. PED/1/2015, PED/1/2015(i) and PED/1/2015(ii)
- Communication bills will be paid as per Public Enterprises Circular No. 02/2022
- Professional Allowance will be paid based on active service period relevant to the post as per Management Service Circular No. 05/2017.

02. Chief Chemist

Senior Managerial Service Category (HM-1-1)

(Station where the vacancy exists – Pulmoddai Plant – 1 Vacancy)

External Applicants

Should have obtained one of the following qualifications

(1) Educational Qualifications / Vocational Qualifications

Should have obtained a degree in Chemistry from a university recognized by the University Grants Commission

With

Should have obtained a postgraduate degree in Chemistry

Or

Should have obtained an Associate Membership of a recognized Chartered Technological Institute relevant to the Chemistry subject field

And

Should have at least 15 years of experience in the relevant subject field in a managerial level post in government, in a government corporation, board, statutory institution or reputed private sector institution along with a good service record.

(2) Educational / Vocational Qualifications

Should have obtained Full Membership of a recognized Chartered Institute relevant to the Chemistry subject field

And

Should have at least 15 years of experience in the relevant subject field in a managerial level post in government, in a government corporation, board, statutory institution or reputed private sector institution along with a good service record.

Internal Applicants

Should have obtained one of the following qualifications

- Should have fulfilled the qualifications for external applicants mentioned above.
- Should have completed a satisfactory service period of at least 05 years in the relevant subject field in a Grade 1 post in Managerial (MM 1-1) Service Category

Salary Code No. and Monthly Salary Scale relevant to HM-1-1 Service Category

As per the Management Service Circular No. 02/2016

Salary Code No. HM-1-1, Rs. 80,295/- = 2,270x15 = 114,345/-

Salary will be paid placed at the initial salary step of Rs. 80,295/-

Following allowances will also be paid to HM-1-1 Salary Category

- Transport allowance as per the Circular Nos. PED/1/2015, PED/1/2015(i) and PED/1/2015(ii)
- Communication bills will be paid as per Public Enterprises Circular No. 02/2022
- Professional Allowance will be paid based on active service period relevant to the post as per Management Service Circular No. 05/2017.

03. Civil Engineer

Managerial Service Category (MM-1-1)

(Station where the vacancy exists – Pulmoddai Plant – 1 Vacancy)

External Applicants

Should have obtained one of the following qualifications

Educational and Professional Qualifications

- Should have obtained a degree in Engineering (Civil) from a university recognized by the University Grants Commission

And

One (01) year experience in the relevant subject field in a managerial level post in government department / corporation, statutory board or reputed private sector institution after obtaining the degree.

- Should have obtained a Proficiency Certificate of not less than NVQ Level 07 issued by a Technical Training Institute in Civil Activities recognized by the Tertiary and Vocational Education Commission

And

One (01) year experience in the relevant subject field in a managerial level post in government department / corporation, statutory board or reputed private sector institution after obtaining the qualification.

Internal Applicants

Should have obtained one of the following qualifications

- Should have fulfilled the qualifications for external applicants mentioned above.
- Should have completed a satisfactory service period of at least 05 years in the relevant subject field in Junior Management (JM 1-2) Service Category

Salary Code No. and Monthly Salary Scale relevant to MM-1-1 Service Category

As per the Management Service Circular No. 02/2016

Salary Code No. MM-1-1, Rs. 53,175/- = 1,375x10 – 1,910x15 = 95,575/-

Salary will be paid placed at the initial salary step of Rs. 53,175/-

04. Internal Auditor

Management Service Category (MM-1-1)

(Station where the vacancy exists – Pulmoddai Plant – 01 Vacancy)

External Applicants

Should have obtained one of the following qualifications

- Should have obtained a degree in Finance / Accounts / B.Sc. from a university recognized by the University Grants Commission

And

One (01) year's experience in the finance field in a management level post in a government department / corporation / statutory board or reputed private sector institution

Or

- (i) Should have passed the intermediate level Institute of Chartered Accountants of Sri Lanka – ICASL
- (ii) Should have passed the Intermediate level of Chartered Institute of Management Accountants (CIMA)
- (iii) Should have passed Stage II of the Association of Certificate and Corporate Accounts – ACCA
- (iv) Should have passed the Higher National Diploma in Accountancy (HNDA) / Higher National Diploma in Commerce (HNDC) issued by the Government Technical College

And

One (01) year's experience in the finance field in a management level post in a government department / corporation / statutory board or reputed institution after obtaining one of the above qualifications mentioned under 02 above

Internal Applicants

Should have obtained one of the following qualifications

- Should have fulfilled the qualifications for external applicants mentioned above.
- Should have completed a satisfactory service period of at least 05 years in the relevant subject field in Junior Management (JM 1-2) Service Category

Salary Code No. and Monthly Salary Scale relevant to MM-1-1 Service Category

As per the Management Service Circular No. 02/2016

Salary Code No. MM-1-1, Rs. 53,175/- = 1,375x10 – 1,910x15 = 95,575/-

Salary will be paid placed at the initial salary step of Rs. 53,175/-

Following allowances are also entitled to the MM-1-1 Salary Category

- Communication bills will be paid as per Public Enterprises Circular No. 02/2022
- Professional Allowance will be paid based on active service period relevant to the post as per Management Service Circular No. 05/2017.

05. Accounts Officer

Junior Managerial Service Category (JM-1-2)

(Station where the vacancy exists – Pulmoddai Plant – 01 Vacancy)

Educational and Professional Qualifications

- Should have obtained a degree in Finance / Accounts / B.Sc. from a university recognized by the University Grants Commission

- Should have passed the intermediate level Institute of Chartered Accountants of Sri Lanka – ICASL

- Should have passed the Intermediate level of Chartered Institute of Management Accountants (CIMA)

- Should have passed Stage II of the Association of Certificate and Corporate Accounts – ACCA

- Should have passed the Higher National Diploma in Accountancy (HNDA) / Higher National Diploma in Commerce (HNDC) issued by the Government Technical College

Internal Applicants

- Should have fulfilled the qualifications for external applicants mentioned above.

- Should have completed a satisfactory service period of at least 05 years in the relevant subject field in Grade II of the Management Assistant – Non Technical (MA-1-1) Service Category

Salary Code No. and Monthly Salary Scale relevant to JM-1-2 Service Category

As per the Management Service Circular No. 02/2016

Salary Code No. JM-1-2, Rs. 43,355/- = 755x10 – 1,135x18 = 71,335/-

Salary will be paid placed at the initial salary step of Rs. 43,355/-

06. Cashier

Management Assistant Non Technical Service Category (MA-1-1)

Station where the vacancy exists – Head Office – 01 Vacancy

External Applicants

Should have obtained one of the following qualifications

Educational Qualifications

- At the General Certificate of Education (Ordinary Level) Examination Should have passed in six (06) subjects in one sitting including English language with four (04) Credit passes including

I. Sinhala / Tamil

II. Mathematics

And

Should have passed in at least three (03) subjects (except in General Common Test) at the General Certificate of Education (Advanced Level) Examination

With

Other required qualifications especially for the Post :-

Should have followed a Course recognized by the Tertiary and Vocational Education Commission in Computer Word Processing / Typing

Internal Applicants

- Employees in Primary Grade – Unskilled, Semiskilled and Skilled Service categories and having the “a”, “b” and “c” qualification are eligible to apply

- At the General Certificate of Education (Ordinary Level) Examination Should have passed in six (06) subjects in one sitting including English language with four (04) Credit passes including

I. Sinhala / Tamil

II. Mathematics

With

Should have followed a Course recognized by the Tertiary and Vocational Education Commission in Computer Word Processing / Typing

- Should hold a permanent post and should have been confirmed

- Should have completed a satisfactory service period of at least 05 years in a permanent post immediately prior to the specified date.

Salary Code No. and Monthly Salary Scale relevant to MA-1-1 Service Category

As per the Management Service Circular No. 02/2016

Salary Code No. MA-1-1, Rs. 27,910/- = 300x10 – 350x7-495x4-660x20 = 48,540/-

Salary will be paid placed at the initial salary step of Rs. 27,910/-

Age limit for HM-1-3, HM-1-1 Service Category Posts – Should be not less than 35 years and not more than 55 years

Age limit for MM-1-1, JM-1-2 Service Category Posts – Should be not less than 22 years and not more than 45 years

Age limit for MA-1-1 Service Category Posts – Should be not less than 18 years and not more than 45 years

When recruiting internal applicants salary step will be decided as per the Provisions Chapter VII of the Establishment Code.

In addition to the basic salary, following allowances and benefits are entitled to all posts such as Deputy General Manager (Finance) (HM-1-3), Chief Chemist (HM-1-1), Civil Engineer (MM-1-1), Internal Auditor (MM-1-1), Accounts Officer (JM-1-2), Cashier (MA-1-1).

Allowances

- Cost of Living Allowance of Rs. 7,800/- approved by the Treasury
- Monthly Food Allowance – will be based on daily attendance
- Monthly Attendance Incentive – Based on daily attendance
- Hardship allowance of Rs. 4,000/- (Only for employees of the Pulmoddai Plant)
- Production Incentive based monthly production
- A monthly interim allowance of Rs. 5,000/-
- Special allowance of Rs. 15,000/- to retain the Engineers (For the post of Civil Engineer only)

Benefits

- Annual Production Incentive
- Annual Bonus
- Insurance cover for Surgery and Hospitalization and Outdoor Treatment
 - Hospitalization Insurance Cover per annum Rs. 200,000/- (including family members)
 - Reimbursement of outdoor treatment bills per annum Rs. 20,000/- (including family members)
 - Reimbursement of Dental Treatment Bills per annum Rs. 5,000/- (including family members)
- Payment of Medical Expenses up to a standard (specific) limit
 - An allowance of Rs. 12,000/- once in two years ((Specialists Medical Fee, Medical Test Fee, Spectacles and Hearing Aid expenses)
 - Rs. 12,000/ once in two years for child birth
- In addition to them will be entitled to other benefits applicable to permanent employees
- Employee should contribute 10% to the Employees Provident Fund and the Company contribution will be 15% to the Employees Provident Fund and 3% to the Employees Trust Fund

General Conditions

- Every applicant should be a citizen of Sri Lanka
- Should be physically and mentally fit to discharge the duties entrusted to the post and to serve in any part of the island.
- Should have an excellent moral character.
- Pay as You Earn (PAYE) Tax will be charged out of the total earnings from the selected applicants.

Applicants employed in government service/corporations/Statutory Boards and State institutions should forward their applications through the Heads of relevant departments / Institutions.

Applications for the above posts along with the photocopies of relevant certificates should be sent by registered post addressed to “**Chairman, Lanka Mineral Sands Limited, No. 341/21, Sarana Mawatha, Rajagiriya**” to receive before **23.01.2023**. Post applied for should be mentioned on the left hand top corner of the envelope containing the application.

Chairman

Lanka Mineral Sands Limited

No. 341/21, Sarana Mawatha,

Rajagiriya.