



VACANCIES



STATE PHARMACEUTICALS MANUFACTURING CORPORATION MINISTRY OF HEALTH

We are looking for qualified, dynamic, self-motivated, career ambitious, team players to join SPMC to fill the following vacancies.

Every applicant,

- i. Should be a citizen of Sri Lanka.
- ii. Should be physically and mentally fit to discharge the duties of the post well and to serve in any part of the Island.
- iii. Should be of excellent moral character.

1. PHARMACEUTICAL TECHNOLOGIST (PRODUCTION) - JM 1-1-GRADE II

Qualifications: External Candidates

(a) First Degree in Pharmacy, Natural Science or Engineering or equivalent qualifications of a University recognized by the University Grants Commission.

And

(b) Computer Literacy.

And

(c) One year post qualifying experience in the field of manufacturing of pharmaceuticals.

2. POST OF PHARMACEUTICAL TECHNOLOGIST (PLANNING & POCUREMENT)– JM-1-1 GRADE II

Qualifications - External Candidates

(a) Bachelors' Degree in science from a University recognized by the University Grants Commission.

And

(b) One year Certificate Course in Supplies and Materials Management or a recognized Institution.

And

(c) Computer Literacy.

And

(d) One year post qualifying experience in local /foreign supplies of a Government Department / Corporation /Board / Statutory Board or a reputed Mercantile Establishment.

Internal Candidates (for the post 1 & 2)

1. Having obtained the qualifications required by the external candidates above.

Or

2. Completion of minimum five (05) years satisfactory service in a post of the 'Management Assistant –Technological' (MA 2-1) Grade II ,in the subject area relevant to the post.

3. INTERNAL AUDIT OFFICER - JM-1-1 GRADE II

Qualifications - External Candidates

(a) (i) Bachelors' Degree in Commerce or Accountancy or Business Administration or equivalent qualifications of a University recognized by the University Grants Commission.

Or

(ii) Intermediate Level of Institute of Chartered Accountants of Sri Lanka (ICASL) or Chartered Institute of Management Accountants (CIMA) or Association of Certified and Corporate Accountants (ACCA) or equivalent qualifications of an Institution recognized by a professional body.

Or

(iii) Higher National Diploma in Accountancy of a Government - Technical College.

And

(b) Computer Literacy.

And

(c) One year post qualifying experience in the field of Auditing or Accounting of a Government Department/ Corporation / Board / Statutory Board or a reputed Mercantile Establishment.

4. PERSONAL SECRETARY– JM-1-1 GRADE II

Qualifications - External Candidates

- (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 in a Government Department / Corporation / Board / Statutory Board or a reputed Mercantile Establishment.

Internal Candidates (for the post 3 & 4)

1. Having obtained the qualifications required by the external candidates above.

Or

2. Completion of minimum five (05) years satisfactory service in a post of the ‘Management Assistant –Non Technological’ (MA 1-1) Grade II ,in the subject area relevant to the post.

General (for the post 1,2,3 &4)

- **Salary Scale** : JM 1-1 Rs. 42,600/= – 10 x 755 - 18 x 1135 – 70,580/=
- **Age Limit** : Should not be less than 22 years and not more than 45 years.
The upper age limit will not be applicable to internal applicants.
- **Method of Recruitment:** Written competitive examination and structured interview.

5. PHARMACEUTICAL TECHNICIAN - PRODUCTION (MA -2-1 – GRADE III)

Qualifications : External Candidates

(a) Educational

- (i) Passes in 06 subjects with 04 credits including Sinhala/Tamil, English, Mathematics and Science at the GCE (O/L) Examination, in one sitting.

And

- (ii) Passes in 02 subjects in science stream, (other than the General Paper) at the GCE (A/L) Examination. (New Syllabus)

Or

Passes in 02 subjects in science stream at the GCE (A/L) Examination. (Old Syllabus)

And

- (iii) At least 2 years production experience in a pharmaceutical manufacturing plant as a permanent employee.

(b) Recruitment of Trainees – Recruiting as trainees with above (i) & (ii)

Completing 1 ½ years in house training period (which is equivalent to NVQ – Level 5) as a Trainee Pharmaceuticals Technician -Production in the SPMC and passing the written test are prerequisites to absorb into the permanent cadre as Pharmaceuticals Technician -Production.

(C) During the training period, they will be paid an allowance.

Qualifications: Internal Candidates

Being an employee of the SPMC in the Primary Level-Unskilled, Semi Skilled, Skilled categories, having passed G.C.E. O/L examination, six subjects with credit passes for four subjects including Sinhala/Tamil, Maths, Science and English not more than two sittings and vocational qualifications with 05 years satisfactory continuous service in a permanent post subject to obtain relevant experience.

- **Salary Scale** : MA 2-1 : Rs.30,310/= – 10x300 – 7x350 – 4x495 -20x660 – 50,940/=
- **Age** : Should not be less than 18 years and not more than 45 years.
The upper age limit will not be applicable to internal applicants
- **Method of Recruitment**- Written competitive examination and structured interview.

**6. MANAGEMENT ASSISTANT (NON TECHNOLOGICAL)
(MA 1-1 – GRADE III)**

Qualifications : External Candidates

Educational & Vocational:

(a) Having passed the G.C.E. (O/L) examination in six (06) subjects in one sitting with credit passes for four (04) subjects including

- i. Sinhala / Tamil
- ii. English language
- iii. Mathematics

And

(b) (i) Having passed 03 subjects (other than the General Paper) at the G.C.E. (A/L) examination

And

(c) Certificate course in Computer not less than six months.

Qualifications : Internal Candidates

Employees of the categories of Primary Level - Skilled, Primary Level - Semiskilled and Primary Level - Unskilled who possess the following qualifications are eligible to apply.

Educational & Vocational:

(a) Having passed the G.C.E. (O/L) examination in six (06) subjects with credit passes for four (04) subjects including

- i. Sinhala / Tamil
- ii. English language
- iii. Mathematics

(b) Certificate course in Computer not less than six months

Other:

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.

- **Salary Scale** : MA 1.1- Rs.27,910/= – 10x300 – 7x350 – 4x495 -20x660 – 48,540/=
- **Age** : Should not be less than 18 years and not more than 45 years.
The upper age limit will not be applicable to internal applicants
- **Method of Recruitment-** Written competitive examination and structured interview.

7. DRIVER (PL 3– GRADE III)

Qualifications :External Candidates

1. Having passed six (06) subjects in G.C.E. (O/L) examination, at least with two (02) credit passes in maximum of two sittings.

And

2. Having obtained the license issued by the Commissioner General of Motor Traffic for driving heavy vehicles.

And

3. Minimum of 03 years experience in driving after obtaining the driving license

And

4. Qualified at the driving test carried out by the CTB.

Qualifications :Internal Candidates:

1. Having obtained the driving license issued by the Commissioner General of Department of Motor traffic for driving heavy vehicles and a minimum of three years experience in driving after obtaining the driving license and Qualified at the driving test carried out by the CTB.

And

2. Completion of minimum five (05) years satisfactory service in a Permanent post in the category of primary Semi Skilled (PL2) or Primary Unskilled (PL1)

- **Salary Scale** : PL 3 - [Rs.26, 290– 10x270 – 10x300 – 10x330 – 12x350 – 39,490]
- **Age** : Should not be less than 18 years and not more than 45 years.
The upper age limit will not be applicable to internal applicants
- **Method of Recruitment-** structured interview

Fringe Benefits :

- Attendance & performance incentive.
- Encashment of unutilized annual and sick leave.
- Provide Medical insurance scheme and Medical reimbursement scheme.
- The Corporation will contribute 15% of the salary towards the EPF whilst the employee will have to contribute 10%.
- The Corporation will also contribute 3% of the salary towards the ETF.
- Gratuity will be paid in accordance with the Gratuity Act No. 12 of 1983 and MSD circular.
- Other Fringe Benefits.

General Instructions:

- Application using the prescribed form should be forwarded with names , addresses and contact details of two non-related referees. Certified copies of all Educational Certificates should be enclosed along with the application. Application form could be down loaded from the official Website of the State Pharmaceuticals Manufacturing Corporation <https://www.spmc.gov.lk>
- Applications from employees in Government Department and Statutory Bodies should be forwarded through their Heads of Institutions who should certify whether the applicant could be released to take up appointment, if selected.
- The post applied for should be written on the top left hand corner of the envelope which contain the application should be sent to the following address by registered Post within 10 days of this advertisement.
- The applications not complying the above requirements will be rejected.

Chairman

State Pharmaceuticals Manufacturing Corporation

No. 11, Sir John Kotelawala Mawatha

Kandawala Estate - Ratmalana.

