

CEYLON PETROLEUM CORPORATION
VACANCY
PROJECT DIRECTOR (JET A – 1 PIPELINE PROJECT)

Ceylon Petroleum Corporation is required to recruit a Project Director on Contract Basis to serve the Project of "Construction of a Jet A-1 Transfer pipeline from Muthurajawela to BIA Katunayake and Construction of Jet A-1 Storage Tanks and Associated facilities with modifications to the existing terminal facility at Muthurajawela".

QUALIFICATIONS

EDUCATIONAL AND SERVICE EXPERIENCE

01. Chartered Mechanical or Electrical Engineer with B.Sc. Engineering degree or equivalent with minimum 20 years post graduate experience in the Petroleum Industry of which at least 10 years of experience in Petroleum or Petrochemical Pipeline projects out of which 02 years of experience in aviation fuel pipelines or fuel hydrant system development projects.

AND

02. A significant depth of project management experience of over 10 years of which at least 5 years in a managerial capacity in a large-scale project in the petroleum industry.

AND

03. More than 08 years of EPC project experience with sound contract administration abilities.

SERVICE POSITION : Project Director (Jet A-1 Pipeline Project)

SERVICE CONDITION : The appointment will be on contract basis initially for one (01) year period subject to renewal on annual basis depending on the project requirements and successful performance.

SALARY : Rs.193,110/- + Cost of Living Rs. 5,250/-

DUTIES AND RESPONSIBILITIES

- ☞ Review of the designs and amendments suggested by the selected contractor during the execution of the Project.
- ☞ Review of construction procedures, methodologies of the project and amendments suggested by the contractor during the construction.
- ☞ Review of specifications of items, equipment and materials to be purchased for the project.
- ☞ Inspection & approval of items, equipment and materials of the project in coordination with the independent inspector to be appointed for this project.
- ☞ Plan, direct, coordinate and lead activities of the project to ensure that goals, objectives are accomplished within the allocated budget and prescribed time frame.
- ☞ Establish work plans and staffing for each phase of the project and arrange for assignment of project personnel for each activity.
- ☞ Responsible for supervision of all activities of consultants, contractors, sub-contractors appointed for this project.
- ☞ Responsible for all planning and administration activities of the project staff assigned by CPC.
- ☞ Preparation of work plans to assign duties, responsibilities and scope of authorities of the staff to be employed for the project.
- ☞ Analyze status reports prepared by the project personnel and modify schedules or plans to achieve the maximum benefit of this project to the CPC.
- ☞ Prepare project/s progress reports and conduct presentations as and when requested by the Management of CPC.

- ☛ Report quarterly progress of the Project to the Board of Directors of CPC.
- ☛ Coordination with the personnel of the contractor to provide technical advice to resolve day to day issues during the execution of the project.
- ☛ Coordinate activities with the Government & Private Sector Organizations (Stake Holders) and the teams of consultant/s to settle issues raised by different parties.
- ☛ Coordinate and conduct weekly project progress review meetings on behalf of CPC & conduct additional meetings as and when required.
- ☛ Any other duties which may assign by the Management of CPC based on the issues raised during execution of the project/s.

FRINGE BENEFITS

The Project will contribute 12% of the salary towards the EPF whilst the employee will have to contribute 8%. The Project will also contribute 3% of the salary towards the ETF.

HOW TO APPLY

Application using the prescribed form should be forwarded with names and 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 Ceylon Petroleum Corporation www.ceypetco.gov.lk

Applications from employees in Government Departments 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 contains the application should be sent to the following address by registered post on or before 19-11-2020

The application not complying the above requirements will be rejected.

Note : ***Due to the prevailing situation of the country, applications may delay in reaching CPC; therefore, all applicants are hereby requested to e-mail a scanned copy of the original application, which is to be posted, on or before the closing date to the e-mail address given below.***
vacancies@ceypetco.gov.lk


**MANAGING DIRECTOR
CEYLON PETROLEUM CORPORATION
NO. 609, DR. DANISTER DE SILVA MAWATHA
COLOMBO-09**

05-11-2020
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