



# Ceylon Petroleum Storage Terminals Limited

Kolonnawa

## V A C A N C Y

Applications are invited for the following post in our Organization.

### SENIOR INVESTIGATION EXECUTIVE

(Grade A-6)

**Qualifications required**

1. A Bachelor's Degree of a recognized university and three (03) years post degree experience related to the investigation field with total five (05) years experience.

**OR**

2. A Bachelor's Degree of a recognized university with five (05) years relevant experience in investigation field (Government accepted Commission or equivalent Investigation/Intelligent Unit)

**OR**

3. Minimum of six (06) years unblemished service as a commissioned officer of Military Police, Navy Police, Air Force Police or Gazetted Officer of Sri Lanka Police out of which three (03) years should be at the capacity of an Inspector of Police, Captain/equivalent or higher ranker of Military Police, Navy Police or Air Force Police.

Fluent in English Language, Computer literacy would be definitely an added advantage.

**Age limit:** Below 45 years.

This age limit is not applicable for the employees who are presently in the service of government or semi government organizations.. They should submit their applications through their Heads of Departments.

(This age limit is also not applicable to applicants who have served in armed forces as per the Public Administration Circular 299 of 1985.07.23)

**Scope of work**

1. Carry out the investigations/inspections/surprise checks at Kolonnawa and Muthurajawela Installations, Bulk Depots and all other activities related to misconducts, frauds, theft of the company properties and assets or tasks given within the time frame.
2. Preparation of investigation reports and disciplinary action files to fulfill the requirement of immediate supervisor and maintain the confidentiality, proper conduct and capability to work with other in-house, outside parties and authorities in cordial manner.
3. Liaise and co-ordinate with external, government and non-government bodies in relation to investigation matters and maintain a cordial relationship with such bodies.
4. Maintain confidentiality, proper conduct and discipline and ensure successful completion of assigned investigation cases from the commencement to the end inclusive of preplanning and wrap up activities.

**Common Requirements:**

- Should be a citizen of Sri Lanka
- Should bear an excellent moral character.
- Should be physically and mentally fit to handle the roles and responsibilities of this position.
- Should have obtained required qualifications and experience on or before the date indicated in the advertisement.
- Should have proficiency in English and computer literacy.

**Salary scale :** Rs. 148,715 – 5 x 1835 : 10 x 2665 – 184,540

**Fringe Benefits:**

- Allowances: fuel, meal, terminal and attendance incentive etc.,
- Two months annual bonus & one month medical bonus
- Medical Insurance Cover
- Loan facilities

The Company will contribute 15% of the salary towards the EPF whilst the employee will have to contribute 10% for the same. The Company will also contribute 3% of the salary towards the ETF. Selected candidate will be placed on probation for a period of three years from the date of assumption of duties.

Please email your CV along with the copies of Birth Certificate, Degree Certificate and/or Certificates of experience with names and addresses of two non related referees to [hrm@cpstl.lk](mailto:hrm@cpstl.lk) to reach the Human Resource Manager on or before 17.05.2021.

Applications which are not comprehensive enough to verify above requirements will be rejected.

Human Resource Manager  
**Ceylon Petroleum Storage Terminals Limited (CPSTL)**  
Kolonnawa, Wellampitiya.  
Tel: 2572307