



MINISTRY OF FINANCE, ECONOMIC STABILIZATION  
AND NATIONAL POLICIES



**PARANTHAN CHEMICALS COMPANY LIMITED**

**VACANCY**

Paranthan Chemicals Company Limited is a Fully State Owned Profit making and Self Sustained Organization engaged in manufacture and marketing of Chemicals in Sri Lanka. Applications are hereby called for recruitment to the following post from suitable individuals.

**POST OF STORES OFFICER (JM 1-1) - 01 POST**

**Responsibilities of Position**

- Ensure proper maintenance of stores.
- Maintain of proper stock levels of Finished Product Items.
- Responsibility for stores and other required supplies for Offices use.
- Maintaining statistical and financial records.
- Keep records of items shipped, received, or transferred to another location sort, or move goods between different parts of the business etc.

**External Candidates**

A Basic degree in Management which is recognized by the UGC.

**Internal Candidates (1 or 2 below)**

1. Having obtained the qualifications required by the external candidates above.
2. Those who have completed a minimum of five (05) years satisfactory service in the relevant field in a post in Grade II of the Management Assistant Category.

**Age Limit**

Should be not less than 22 years and not more than 45 years.( the upper age limit will not apply to internal candidates )

**Salary Scale JM 1-1**

JM 1-1 - Rs. [42,600 - 10 x 755 - 18 x 1,135 - 70,580]

**Basic Salary**

Rs.42,600/- and Cost of Living Allowance of Rs.7,800/- and Budgetary Allowance of Rs.5000.00 p.m

**Recruitment Procedure for the above post**

Written competitive examination and /or a structured interview conducted by a panel appointed by the appointing authority

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

**Other Benefits**

Monthly Attendance Incentive, Transport Allowance and Annual Bonus will be paid. Health insurance coverage will be provided by the institution.

The contribution towards the Employees Provident Fund(EPF) and Employees Trust Fund (ETF) by the Company 15 % and 3 % respectively and the employee has to contribute 10 % from their salary for EPF.

**Application Procedure**

Applicants with full Bio-Data, names and addresses of two non-related referees together with copies of certificates of Educational Qualifications & Experience should be forwarded by registered post to the following address on or before 29th January 2024. The post should be written on the top-left hand corner of the envelope.

Applicants from Departments/Statutory Boards/State Corporations /Fully Government owned Companies should send their applications through the respective Heads of their Institutions. Incomplete or late applications will be rejected. Only shortlisted eligible candidates will be called for the interview.

**Chairman**

**Paranthan Chemicals Company Limited,**

**No. 446, Galle Road,**

**Rathmalana.**

**0112 324466/0112 437556**

**www.pccl.gov.lk**