



# 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. GENERAL MANAGER (HM 2-1)

#### **Qualifications: External Candidates**

#### **Educational & Professional**

- (a) A Bachelors' degree in Science / Agriculture / Business Administration or any other relevant field from a University recognized by the University Grants Commission

And

- (b) Postgraduate Degree in Science / Agriculture / Business Administration or any other relevant Field or Corporate Membership of a recognized professional institution in Management.

And

- (c) At least 20 years experience in Managerial Level out of which 05 years of experience should be at Senior Managerial Level with a proven track record in a Corporation, Board or a reputed Mercantile Establishment after obtaining first degree

Or

- (d) A Bachelors' degree in Science / Agriculture / Business Administration or any other relevant Field from a university recognized by the University Grants Commission

And

- (e) PhD Degree in Science / Agriculture / Business Administration or any other relevant Field.

And

- (f) At least 05 years experience at Senior Managerial Level with a proven track record and management experience in a Corporation, Board or a reputed Mercantile Establishment after obtaining first degree.

### **Internal Candidates**

A minimum of five (5) years satisfactory continuous service in a post in the Senior Manager Category in the subject area relevant to the post.

And

A proven ability to lead and direct multi-disciplinary teams. Experience in proper deployment and efficient management of human and other resources.

### **General for the above Post**

- **Salary Scale** : HM 2-1 - Rs. [91,645 – 12 x 2,700 = 124,045]
- **Age Limit** : Should be not less than 35 years and not more than 55 years. The upper age limit will not be applicable to Internal Candidates.
- **Method of Recruitment** : structured interview.

### **Other Benefits for the above Post**

- Corporation maintained official Vehicle or allowance for own vehicle as per the circular No. PED 1/2015(i)

- Fuel allowance (120 Liters of diesel or petrol per month)

## **2. 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.

## **3. QUALITY CONTROL OFFICER - (JM-1-1 GRADE II)**

### **Qualifications - External Candidates**

#### **Educational & Vocational Qualifications:**

- (a) B.Sc General Degree including the subject of Chemistry or B.Sc Special Degree in Chemistry 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 Pharmaceuticals or Food Industry

#### **4. POST OF ENGINEERING ASSISTANT (MECHANICAL)-(JM 1-1 – GRADE II)**

##### **Qualifications: External Candidates**

1. (a) Certificate of National Diploma in Technology (NDT) relevant to the field of Mechanical , issued by the University of Moratuwa or equivalent.

And

- (b) Computer Literacy,

And

- (c) Minimum of 6 years post qualifying experience in the field of Mechanical in a Government Department/Corporation/Board / Statutory Board or a reputed Mercantile Establishment.

Or

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

And

- (b) One year post qualifying experience in the field of Mechanical in a Government Department / Corporation / Board / Statutory Board or a reputed Mercantile Establishment.

##### **Internal Candidates (for the post ,2, 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 -Technological' (MA 2- 1) Grade II ,in the subject area relevant to the post.

## **5. 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.

## **6. FINANCE OFFICER - (JM 1-1 – GRADE II)**

### **Qualifications : External Candidates**

- (a) (i) Bachelors’ Degree in Accountancy or Commerce or Business Administration or equivalent qualifications of a recognized University 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 Accounting or Auditing or Management Accounting in a Government Department / Corporation / Board / Statutory Board or a reputed Mercantile Establishment.

### **Internal Candidates (for the post 5 & 6)**

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 /non Technological' (MA) Grade II ,in the subject area relevant to the post.

### **General for the above Post (2) to (6)**

- **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.

### **7. PHARMACEUTICAL TECHNICIAN - PRODUCTION (MA -2-1 – GRADE III)**

#### **Qualifications : External Candidates**

#### **(a) Educational/ Vocational**

(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.

**8. QUALITY CONTROL TECHNICIAN (MA -2-1 – GRADE III)**

**Qualifications : External Candidates**

**(a) Educational/ Vocational**

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

And

(ii) Passes in 03 science subjects with 2 credits (other than the general paper) including a credit pass in Chemistry at the GCE (A/L) Examination. (New Syllabus)

Or

Passes in 03 science subjects with 2 credits including a credit pass in Chemistry at the G.C.E (A/L) Examination. (Old Syllabus)

And

(iii) Computer Literacy will be considered as an added qualification.

And

(iv) Two (2) years experience in a reputed pharmaceutical manufacturing organization.

**(b) Recruitment of Trainees** – Recruiting as trainees with above (i), (ii) & (iii).

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

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

**9. TECHNICAL ASSISTANT - FORMULATION CUM RESEARCH & DEVELOPMENT . (MA -2-1 – GRADE III)**

**Qualifications :External Candidates**

**(a) Educational / Vocational**

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

And

- (ii) Passes in 03 science subjects with 2 credits (other than the general paper) including a credit pass in Chemistry at the GCE (A/L) Examination (New Syllabus).

Or

Passes in 03 science subjects with 2 credits including a credit pass in Chemistry at the G.C.E (A/L) Examination (Old Syllabus).

And

- (iii) Computer Literacy will be considered as an added qualification.

And

- (iv) Three (3) years Analytical Experience in reputed Laboratory

**(b) Recruitment of Trainees – Recruiting as trainees with above (i), (ii) & (iii).**

Completing 1 ½ years in house training period (which is equivalent to NVQ – Level 5) as a Trainee Technical Assistant (FD&R) in the SPMC and passing the written test are prerequisites to absorb into the permanent cadre as Technical Assistant – Formulation cum Research & Development.

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



**10. MAINTENANCE TECHNICIAN - (/ELECTRICAL/MECHANICAL & AIR CONDITION) (MA -2-1 – GRADE III)**

**Qualifications: External Candidates**

**Vocational**

- (i) Diploma Course on Mechatronics conducted by Technical Colleges (which is equivalent to NVQ – Level 5 ) in the relevant field.

And

Minimum of one (01) year post qualifying experience in a public Corporation, Board or reputed Mercantile Establishment.

Or

- (ii) Successfully completed the four (04) years course in the relevant field conducted by the Ceylon German Technical Training Institute .

And

Minimum of two (02) years post qualifying experience in a public Corporation, Board or reputed Mercantile Establishment.

**11.BOOK KEEPER - (MA 2-1- GRADE III)**

**Qualifications : External Candidates**

**Educational**

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

And

- (ii) Passes in 02 subjects (other than the general paper) at the GCE (A/L) examination (New Syllabus) - preferable in science or commerce stream.

Or

Passes in 02 subjects at the GCE (A/L) examination-(Old Syllabus), preferable in science or commerce stream

And

**Vocational:**

- (b) (i) Intermediate Examination of Institute of Administrative Accountants, not below the N.V.Q. Level 5.

Or

(ii) Associate Member of the Institute of Book Keepers, not below the N.V.Q. Level 5.

Or

(iii) Passes at the Final Examination of AAT.

Or

(iv) Any other equivalent certificate course not below the N.V.Q. Level-5, relevant to the field of Book Keeping.

And

(c) Computer Literacy

And

(d) Minimum of 3 years post qualifying experience as a Book Keeper or Accounts Clerk in a Public/Corporation/Board/statutory Board or a reputed Mercantile Establishment or an Audit Firm.

**Qualifications: Internal Candidates for the Post (7) to (11)**

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.

**General for the above Post (7) to (11)**

- **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

## 12. 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)

### General for the above Post

- **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.

28.01.2024