



# 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. LEGAL OFFICER (MM 1-1 GRADE II)

#### Qualifications:

#### External Candidates

A Bachelor's Degree of laws (LLB) which is recognized by the University Grants Commission with attorney at law.

And

Minimum of one (01) year post-qualifying experience relevant to the field of Law in a Public / Corporation / Board / Statutory Board or a reputed Mercantile Establishment.

#### Internal Candidates

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

- **Salary Scale** : MM 1-1 - Rs. 53,175/= - 10 x 1,375/= - 15 x 1,910/= - 95,575/=  
In addition to the above salaries, government approved allowances are also paid.
- **Age** : 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.

## **2. ADMINISTRATIVE OFFICER (JM 1 -1 GRADE II)**

### **Qualifications:**

#### **External Candidates**

- (a) (i) Bachelor's Degree in Human Resources Management or Business or Law or Public Administration or Commerce of a University recognized by the University Grants Commission,

Or

- (ii) Any other equivalent Degree of a University/Institution recognized by the University Grants Commission, with professional qualifications in the field of Human Resources Management.

And

- (b) Computer Literacy,

And

- (c) One-year post-qualifying experience relevant to the field of Human Resources/Administration of a Government Department/Corporation / Board / Statutory Board or a reputed Mercantile Establishment

#### **Internal Candidates**

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

Or

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

### 3. MARKETING OFFICER (JM 1 -1 GRADE II)

#### Qualifications:

#### External Candidates

(a) (i) Bachelor's Degree in Marketing /Science / Commerce / Business Administration of a University recognized by the University Grants Commission,

Or

(ii) Any other equivalent Degree of a University/Institution recognized by the University Grants Commission,

And

(b) Computer Literacy.

And

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

#### Internal Candidates

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

Or

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

#### General for the above Post (2) & (3)

- **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.

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

##### **Qualifications:**

##### **External Candidates - (a), (b) or (c) below**

(a) Having obtained a certificate of proficiency not below than the National Vocational Qualification Level 5, issued by a Technical/ Vocational Training Institute accepted by the Tertiary and Vocational Education Commission relevant to the Pharmaceutical Manufacturing field.

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

And

(ii) Having passed three (03) Science or Technical subjects relevant to the post (other than the General Paper) at the G.C.E. (A/L) examination

And

(iii) Certificate course in Computer not less than six months will be considered as an added qualification.

And

(iv) A minimum of two (2) years' experience in a reputed pharmaceutical manufacturing organization relevant to the field.

(c) Recruitment of Trainees –

Recruiting as trainees with above (b) (i), (ii) & (iii) qualifications

Completing 1 ½ years in-house training period 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.

##### **Internal Candidates**

Having obtained the qualifications required by the external candidates above.

## **5. PLANNING & PROCUREMENT ASSISTANT (MA 2 -1–GRADE III)**

### **Qualifications:**

#### **External Candidates - (a) or (b) below**

(a) Having obtained a certificate of proficiency not below than the National Vocational Qualification Level 5, issued by a Technical/ Vocational Training Institute accepted by the Tertiary and Vocational Education Commission relevant to the field.

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

And

(ii) Having passed three (03) Science or Technical subjects relevant to the post (other than the General Paper) at the G.C.E. (A/L) examination

And

(iii) Certificate course in Computer not less than six months will be considered as an added qualification.

#### **Internal Candidates**

Having obtained the qualifications required by the external candidates above.

## **6. INFORMATION TECHNICIAN (MULTIMEDIA) - (MA 2 -1–GRADE III)**

### **Qualifications:**

#### **External Candidates**

Having obtained a certificate of proficiency not below than the National Vocational Qualification Level 5, issued by a Technical/ Vocational Training Institute accepted by the Tertiary and Vocational Education Commission relevant to the field.

#### **Internal Candidates**

Having obtained the qualifications required by the external candidates above.

## **7. BOILER OPERATOR & UTILITY TECHNICIAN (MA 2 -1–GRADE III)**

### **Qualifications:**

#### **External Candidates**

Having obtained a certificate of proficiency not below than the National Vocational Qualification Level 5, issued by a Technical/ Vocational Training Institute accepted by the Tertiary and Vocational Education Commission relevant to the Boiler Operator & Utility Technician field.

And

Good Knowledge of English and Computer Literacy is essential.

#### **Internal Candidates**

Having obtained the qualifications required by the external candidates above.

## **8. NURSE (MA 2 -1–GRADE 111)**

### **Qualifications:**

#### **External Candidates**

Having obtained a certificate of proficiency not below than the National Vocational Qualification Level 5, issued by a Technical/ Vocational Training Institute accepted by the Tertiary and Vocational Education Commission in the relevant subject area relevant to the post.

#### **Internal Candidates**

Having obtained the qualifications required by the external candidates above.

#### **General for the above Post from (4) to (8)**

- **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.

## 9. PHARMACEUTICAL COMPLETE AIDE (PL -2 –GRADE III)

### Qualifications:

#### External Candidates (1, 2, or 3 below)

- (1) Having obtained proficiency certificate not below than the National Vocational Qualification Level 2, issued by a Technical Vocational Training Institute accepted by the Tertiary and Vocational Education Commission, relevant to the Pharmaceutical Packaging.
- (2) Having passed six (06) subjects in GCE (O/L) Examination with 04 credit passes in Sinhala/Tamil, Mathematics, Science, and English subjects.

And

One year experience in the pharmaceutical packaging.

- (3) Recruitment of Trainees

Having passed six (06) subjects in GCE (O/L) Examination with 04 credit passes in Sinhala/Tamil, Mathematics, Science, and English subjects.

And

Completing one year in house training period as a Trainee Pharmaceutical Complete Aide in the SPMC and absorb into the permanent cadre as Pharmaceutical Complete Aide.

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

1. Having obtained the qualifications required by the external candidates above.
  2. Employees in Unskilled Level who have completed a minimum of five years working experience in the relevant field with skills not below than the National Vocational Qualification Level 2, proven at a trade test.
- **Salary Scale** : PL-2 - Rs. 25,750/= – 10 x 270 - 10 x 300-10x 330- 12 x 350– 38,950/=
  - **Age** : Should not be less than 18 years and not more than 45 years.
  - **Method of Recruitment:** Structured interview.

## **10. WORK ASSISTANT (PL -1 –GRADE III)**

### **Qualifications:**

#### **External Candidates**

Person who has sat for the GCE (O/L) Examination.

- **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.
- **Salary Scale** : PL-1 - Rs. 24,750/= – 10 x 250 - 10 x 270-7x 300- 15 x 330– 37,000/=
- **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 downloaded 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 contains 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.

21.07.2024