



STATE PRINTING CORPORATION VACANCY



State Printing Corporation, a well established profit making Commercial Organization involved in Commercial Printing, Security Printing, Publishing and Stationery Production and Marketing, looks for a dynamic and result oriented Sri Lankan having good track records for the following vacancy.

POST OF ASSISTANT MANAGER (MAINTENANCE)

Job Description:

Being the overall in charge of Maintenance Department of the organization, responsible for:-

- * Assist the Works Manager to function the Maintenance Department properly.
- * Overall supervision of the Maintenance Department and coordinate with all production departments.
- * Preparation of estimates for repair, annual parts requirements to procure in time, management reports.
- * Proper Maintenance of machines regular services, lightening, air-conditioners, water supply.
- * The proper functioning of the Maintenance Department.
- * Assisting the Works Manager and other Assistant Managers in implementing Production plans through the maintenance of machinery to achieve maximum productivity.
- * Preparing the annual spare parts requirements of each Production Dept. and have them procured in time.
- * Preparing and implementing effective system of preventive maintenance to ensure smooth function of the production process to maintain productivity levels.
- * Prompt attention and attendance on break-downs reported.
- * Obtaining the highest utility of labour & materials allocated for the maintenance work undertaken.
- * Other related work in the Maintenance Department of a large scale printing establishment.

Qualifications:

A Bachelors Degree in Science (Engineering) from a University recognized by the University Grants Commission with three (03) years post qualifying experience in a large scale printing establishment. (Preference will be given to those who have experience in machine maintenance and electrical installation).

Salary Scale:

MM1-1 - Rs. 25,640/- 3x665 - 7x735 - 15x925 -46655/- (Monthly)

Successful candidate will be placed on a suitable salary step depending on his qualifications, experience and present remuneration.

Service Condition:

The above post is permanent and should undergo 03 years probationary period.

Age Limit:

Below 45 years

This age limit will not be applicable for the candidates from Government Departments, Corporations and statutory bodies.

Method of selection by structured interview.

The following allowances are applicable for the post in addition to the salary.

- * Govt. approved allowances
- * Attendance incentive
- * Meal allowance

Other fringe benefits:

- * Medical scheme covering the employee and the family.
- * Annual bonus equivalent to two months salary
- * EPF & ETF
- * Encashment of unutilized leave

How to Apply:

Applications giving full bio-data, address and telephone numbers with copies of educational & professional certificates and names and telephone numbers of two non-related referees should be sent under registered cover to reach the undersigned on or before 31.07.2015.

Applications from candidates employed in Government Departments and Public Sector Institutions should be forwarded through the respective Heads of Departments. The post applied for should be stated on the top left hand corner of the envelope.

**Chairman
State Printing Corporation
Panaluwa
Padukka.**

