



MILCO (PRIVATE) LIMITED

(Affiliated to the Ministry of Fisheries & Aquatic Resources Development and Rural Economy)

MILCO is the pioneer in local dairy industry with a wide network in milk collection, production and sales throughout the island with "Highland" brand. It has four milk processing factories located in Colombo, Digana, Ambewela and Polonnaruwa. We are looking for dynamic & competent individuals to join our team.

HR & Administrative Executive (Gr. IV)

Qualifications /Experience:-

- Degree in Human Resources Management or degree in fields of Administration/ Management/B.Com including Human Resources Management as a subject from a University recognized by UGC of Sri Lanka with 02 years post qualifying executive experience in Human Resources field in a recognized establishment.
- OR-**
- Diploma (One year or above) in Human Resources Management from a recognized establishment with 05 years post qualifying executive experience in Human Resources field in a recognized establishment.

Production Team Leader (Gr. V)

Qualifications /Experience:-

- Diploma (One year or above) in Dairy Technology/Food Science/Food Nutrition/ Agriculture/Animal Husbandry/Quality Management from a recognized establishment.
- OR-**
- Diploma Course (NVQ level 5 or above) Mechanical/Electrical/Electronic field from a recognized establishment.

Dairy Instructor (GR. V)

Qualifications /Experience:-

- Diploma (Two years) in Agriculture/Livestock/Animal Husbandry from a recognized establishment.

Senior Engineering Assistant (Gr. V)

Qualifications/Experience:-

- NDT/HNDT/HNDE in relevant field (Mech/Elect/Ref) from a recognized establishment.

Accounts Assistant (Gr. VI)

Qualifications/Experience:-

- Passed foundation examination of ICASL/CIMA/ACCA.
-OR-
- Passed Stage II examination of Association of Accounting Technicians (AAT).
-OR-
- Passed G.C.E (A/L) examination in commerce subjects with credit pass for Accountancy.
-OR-
- Passed G.C.E (A/L) examination in commerce subjects with one year experience as an Accounts Assistant/Clerk in a recognized establishment.

(Computer literacy will be considered as a required qualification and Audit Firm Experience will be considered as an added qualification)

Lab Analyst (Gr. VI)

Qualifications/Experience:-

- Passed G.C.E. (A/L) examination in Science subjects with certificate course (above 03 months) in Food Technology/Quality Management/Laboratory Management field from a recognized establishment.
-OR-
- Passed G.C.E. (A/L) examination in Science subjects with credit pass for Chemistry.
-OR-
- Passed G.C.E. (A/L) examination in Science subjects with credit pass for Science at G.C.E. (O/L) and one year experience as a Lab Analyst in a recognized establishment.

Boilerman (Gr. VI)

Qualifications/Experience:-

- Passed G.C.E. (A/L) examination with class 01 boiler certificate from a recognized institute and one year experience as a Boilerman in a recognized establishment.

-OR-

- Passed G.C.E. (O/L) examination with class 01 boiler certificate from a recognized institute and 02 years experience as a Boiler man in a recognized establishment.

Ref. Mechanic (Gr. VI)

Qualifications/Experience:-

- Passed G.C.E. (A/L) examination with apprentice course in Ref. Mechanical from NAB/NCT/NAITA/German Tech or equivalent and one year experience as a Ref. Mechanic in a recognized establishment.

-OR-

- Passed G.C.E. (O/L) examination with apprentice course in Ref. Mechanical from NAB/NCT/NAITA/German Tech or equivalent and 02 years experience as a Ref. Mechanic in a recognized establishment.

Fitter (Gr. VI)

Qualifications/Experience:-

- Passed G.C.E. (A/L) examination with apprentice course in Fitting from NAB/NCT/NAITA/German Tech or equivalent and one year experience as a Fitter in a recognized establishment.

-OR-

- Passed G.C.E. (O/L) examination with apprentice course in Fitting from NAB/NCT/NAITA/German Tech or equivalent and 02 years experience as a Fitter in a recognized establishment.

Forklift Operator (Gr. VI)

Qualifications/Experience:-

- Passed G.C.E. (A/L) examination with certificate course (above 03 months) in forklift operating from a recognized Institute and having a 02 years back heavy vehicle Driving License and 01 year experience as a Forklift Operator or Driver in a recognized establishment.
- OR -
- Passed G.C.E. (O/L) examination with certificate course (above 03 months) in forklift operating from a recognized Institute and having a 02 years back heavy vehicle Driving License with 03 years experience as a Forklift Operator or Driver in a recognized establishment.

Helper (Gr. VII)

Qualifications/Experience:-

- Passes GCE (O/L) examination (references will be given to credit pass holders for Science, Mathematics, Mother Language and English.

- And-

Should have sober character

- And-

Should have in good health

General Conditions

Age :- Below 35 yrs.

Salary & Benefits :- According to the Company Salary Scales & Benefits Applicable to the Grade.

Applicants may forward their CVs with names and contact numbers of two non-related referees by registered post to reach the undersigned **on or before 09th November 2018.** Please indicate the “**Post**” on the top left hand corner of the envelope.

Manager - Human Resources & Administration
MILCO (PVT) LTD.
Millennium Tower, No. 345-7/1, Galle Road,
Colombo 03