

Pre-Screening Form

SVN28/2023 Procurement & Logistics Executive - Colombo

Candidate's Name: _____

NIC Number: _____

Passport Number: _____

IOM Experience: Yes No

Required Qualifications & Experience: Yes No
University degree in Supply Chain Management, Business Administration or a related discipline with 3 years of related work experience

OR

High School Diploma in Supply Chain / Purchasing Management with 5 years of related work experience

Previous experience in a similar position, with specific focus on local/international procurement, clearing & forwarding, VAT, laws and regulations, insurance and inventory/stock/supplies and management

Preferred Qualifications: Yes No
Previous experience in Oracle/SAP is a distinct advantage
Knowledge of MS Project and common software applications such as Word, Excel, PowerPoint and Access
Previous experience in Asset Management & Stock Management Processes
Strong interpersonal, negotiation, administrative and time management skills

License: Yes No
SLMC/SLNC (only for medical positions)

If yes, please indicate the no: _____

Language	READ			WRITE			SPEAK		
	Excellent	Good	Poor	Excellent	Good	Poor	Excellent	Good	Poor
English	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sinhala	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tamil	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Disclaimer

I certify that above information provided is true and complete to the best of my knowledge. If this application leads to employment, I understand that false or misleading information in my application or interview may result in disqualification.