بسم الله الرحمن الرحيم

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STATE TRADING ORGANIZATION PLC

Ref: 60-ADM/2009/149 21st June 2009 Registration No: C-186/2001

JOB OPPORTUNITY

STO Home Improvement is looking for a young, dynamic and career oriented individual to join our organization as:

Secretary to General Manager

Education Qualifications:

- Degree / Higher Qualifications

Other requirements:

- Excellent communication and interpersonal skills.
- Self-confident and self-motivated.
- Able to work long hours.

Responsibilities:

- To carry out the secretary work of STO Home Improvement & STO Electronics.

Remuneration details:

- Basic Salary range: Rf 4350 – Rf 5100 (Depending on qualification and experience)
- Fixed Allowance range: Rf 1350 – Rf 1950
- Overtime and extra working days allowance
- Technical and Professional Allowance (If eligible)

Interested applicants please send us your applications with a complete CV, copies of educational certificates and copy of ID card before 1600 hrs on 28th June 2009 to:

State Trading Organization Plc (Head Office), Boduthakurufaanu Magu, Male', Maldives.
Tel:3344203, 3344289, Fax:3344341

* Application forms will be available from STO Head Office reception or from our website:
http://www.stomaldives.com/pdf/job_application_form.pdf