



Ref: 60-ADM/2010/136

Date: 28th July 2010

RE: Job Opportunity

STO is looking for a young, dynamic and career oriented individual to join our organization for the following posts:

Post	Officer	Workshop Assistant
No of positions	1	1
Worksite	Procurement	Engineering Mechanical Service
Remuneration details	<ul style="list-style-type: none"> • 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) 	<ul style="list-style-type: none"> • Basic Salary range: Rf 3240 ~ Rf 4460 (Depending on qualification and experience) • Fixed Allowance range: Rf 1350 ~ Rf 1950 • Overtime and extra working days allowance • Technical and Professional Allowance (If eligible)
Responsibilities	<ul style="list-style-type: none"> • Handles procurement of special project items. • Plan & coordinates tenders • Carry out process of contracting 	<ul style="list-style-type: none"> • Cleaning work shop • Helping mechanics and others while working
Education Qualifications	<ul style="list-style-type: none"> • A' Level / Diploma 	<ul style="list-style-type: none"> • Basic Education knowledge
Other requirements	<ul style="list-style-type: none"> • Excellent communication and interpersonal skills • Good computer skills • Self-motivated • Able to work long hours • Should be able to work with minimum supervision • Working experience in a related field will be an added advantage 	<ul style="list-style-type: none"> • Able to work long hours • Working experience in a related field will be an added advantage

Interested applicants please send us your applications with a complete CV, copies of educational certificates and copy of ID card before 1230hrs on 04th August 2010 to:

State Trading Organization Plc (Head Office), Boduthakurufaanu Magu, Male', Maldives

Tel:3344261, Fax: 3344341

* Application forms will be available from STO Head Office reception:

http://www.stomaldives.com/pdf/job_application_form.pdf