

Number: 60-ADM/2024/24

Date: 31.01.2024

JOB OPPORTUNITY

Evolve your career with State Trading Organization Plc.

Position Name	Shop Assistant (Labour)
No. of Position	1
Worksite / Department	Th. Veymandhoo Pharmacy / Medical Services and Pharmacy management
Salary & Benefits	<ul style="list-style-type: none"> Net Salary Range: MVR 9,000 – 10,500 Overtime and extra working days allowance Health insurance will be provided after probation Staff Privilege program
Job Responsibilities	<ul style="list-style-type: none"> Stacking and refilling shelves with pharmaceutical items as instructed by supervisor Clean the sales area and stock area by vacuuming, sweeping, and mopping floors Maintain cleanliness and tidiness of pharmacy which entails cleaning doors, windows, furniture and carrying out disinfecting sanitizing as required Taking out the trash and waste bags to collection points Perform simple administrative task, including taking prescription photocopy, collecting, or dispatching documents as instructed by supervisor Handling, Loading, unloading, and transporting medical items and equipment Report issues or unsafe conditions and incidents Follow job related health and safety regulations and procedures
Required Qualifications	<ul style="list-style-type: none"> Must have physical strength to perform the job
Preferred Requirements	<ul style="list-style-type: none"> Able to work on odd hours Age between 18 to 35 years old

