

Number: 60-ADM/2024/46

Date: 25.02.2024

JOB OPPORTUNITY

Evolve your career with State Trading Organization Plc.

Position Name	Office Assistant (Laborer)
No. of Position	1
Worksite / Department	Fuel DC / Energy and Construction Solutions
Salary & Benefits	<ul style="list-style-type: none"> Net Salary Range: MVR 10,000 – 11,500 Overtime and extra working days allowance Health insurance will be provided after probation Staff Privilege program
Job Responsibilities	<ul style="list-style-type: none"> Perform various physical duties as assigned Maintain all safety standards Move, secure, install, build, load, or unload materials Performs some specialized tasks which may require on-the job training Effectively use heavy and light equipment, depending on the jobsite/assignment Assist welders, painters and other staffs in the jobs requiring additional manpower Move items from place to place, according to direction from the site supervisor Demonstrate the ability to work alone or in a team Communicate effectively with Supervisors, Operators, and other Maintenance staff
Required Qualifications	<ul style="list-style-type: none"> Ability to read labels, safety warnings, and guidelines Attentive to detail and alert always to ensure safety

Registration Number: C-186/2001

	<ul style="list-style-type: none"> • Able to receive and follow instructions and communicate with co-workers • Basic education or completed grade
Preferred Requirements	<ul style="list-style-type: none"> • Age between 18 to 35 years • Must be Willing and able to perform/Comply with the Following : • Wear fire retardant clothing and personal protective equipment • Work overtime (including weekends, holidays, and rotating shifts) and respond to after-hours callouts • Climb, bend, lift, and perform a wide variety of physical activities • Work at elevated heights • Work in enclosed spaces such as tanks • Work safely near large, hot, high-speed machine • Work around fuel farm • Minimum 3 or more years of relevant experience
Deadline	02 nd March 2024, 1230hrs
How to Apply	<p>Interested candidates please apply online through our job portal https://sto.mv/Career</p> <p>To Process the application, we require necessary documents</p> <p>You can contact us on 3344179</p>