

Ref. Number: 60-HRD/2025/13

Date: 14.01.2025

JOB OPPORTUNITY

Evolve your career with State Trading Organization Plc.

Position Name	Terminal Officer
No. of Position	1
Worksite / Department	Fuel DC (K. Funadhoo) / Energy and Construction Solutions
Salary & Benefits	<ul style="list-style-type: none"> • Net Salary Range: 13,500 – 14,500 • Overtime and extra working days allowance • Health insurance will be provided after probation • Staff privilege program
Job Responsibilities	<ul style="list-style-type: none"> • Ensuring accurate meter readings, matching delivery notes, and verifying cargo quantities requires a high level of precision • Managing multiple reports, invoices, and correspondence efficiently to meet deadlines and ensure smooth operations • perform calculations for quantity verification and analyze sales data for reporting purposes • Effectively communicating with various stakeholders, including customers and team members, to coordinate deliveries and resolve issues • Understanding of cargo operations, meter readings, and invoicing processes, particularly in a maritime or logistics context
Required Qualifications	<ul style="list-style-type: none"> • 3 O'Level passes
Preferred Requirements	<ul style="list-style-type: none"> • Work overtime (including weekends, holidays, and rotating shifts) and respond to after-hours callouts • Should have knowledge in using Microsoft Office software
Deadline	21 st January 2025, 1230hrs
How to Apply	<p>Interested candidates please apply online through our job portal https://sto.mv/careers</p> <p>To process the application, we require necessary documents</p> <p>You can contact us on 3012404</p>