

Ref. Number: 60-HR/2026/133

Date: 22.04.2026

JOB OPPORTUNITY

Evolve your career with State Trading Organization Plc.

Position Name	Intern
No. of Position	1
Worksite / Department	Head Office / Corporate Affairs
Salary & Benefits	<ul style="list-style-type: none"> Net Salary Range: MVR 45 Per Hour
Job Responsibilities	<ul style="list-style-type: none"> Filing Data entry Scheduling and coordination Basic correspondence and support for the legal team Drafting letters and other documents in both Dhivehi and English Assisting Lawyers with legal research and other tasks Preparation and organization of documentation Maintaining case files and records Other legal and administrative tasks
Required Qualifications	<ul style="list-style-type: none"> Completion of A'Level or Foundation in Law or an equivalent level of certification
Preferred Requirements	<ul style="list-style-type: none"> Experience in administrative, legal or office support Shows a strong interest towards the legal field Excellent communication and interpersonal skills Fluent in both Dhivehi and English language Proficient typing in both Dhivehi and English language Working knowledge of Microsoft Office (Word and Excel) Should be able to work long and odd hours as required
Deadline	28 th April 2026 1230hrs
How to Apply	<p>Interested candidates please apply online through our job portal https://sto.mv/careers Only shortlisted candidates will be contacted for an interview You can contact us on 3012850</p>