

**JOB OPPORTUNITY**

Evolve your career with State Trading Organization Plc.

Position Name	<b>Intern</b>
No. of Position	1
Worksite / Department	Greater Male' Area / Logistics
Salary & Benefits	Net Salary Range: MVR 45 Per Hour
Job Responsibilities	<ul style="list-style-type: none"> <li>• Process daily requisition forms and purchase orders accurately and on time.</li> <li>• Review requisitions and input them into the system with approval.</li> <li>• Verify and approve invoice related to orders in accordance with company procedures.</li> <li>• Promote and source environmentally friendly products and vendors</li> <li>• Oversee the delivery of goods from order placement through to final receipt.</li> <li>• Liaise with stores/operations to confirm timely GR posting in the system.</li> <li>• Minimize purchasing risks while maximizing quality and cost efficiency.</li> <li>• Manage all transport department purchasing without disrupting operational requirements.</li> </ul>
Required Qualifications	<ul style="list-style-type: none"> <li>• Completed O' Levels</li> </ul>
Preferred Requirements	<ul style="list-style-type: none"> <li>• Currently pursuing Diploma / Degree in Engineering field</li> <li>• Proficiency in MS Office (Word, Excel, PowerPoint).</li> <li>• Good communication and organizational skills.</li> <li>• Attention to detail and ability to multitask.</li> </ul>
Deadline	4 <sup>th</sup> May 2026, 1230hrs
How to Apply	<p>Interested candidates please apply online through our job portal  <a href="https://sto.mv/career">https://sto.mv/career</a>            Only shortlisted candidates will be contacted for an interview            You can contact us on 3344253</p>