

Ref. Number: 60-HR/2026/222

Date: 27/8/2026

JOB OPPORTUNITY

Evolve your career with State Trading Organization Plc.

Position Name	Terminal Officer
No. of Position	1
Worksite / Department	Fuel DC / Energy
Salary & Benefits	- Net Salary Range: MVR 14,500 – 16,000 - Overtime and extra working days allowance - Health insurance will be provided after probation - Staff Privilege Program
Job Responsibilities	- Take accurate meter readings and measure tank levels, temperatures and water levels within the specified time frames to ensure timely and accurate reporting. - Conduct pre-operational checks of tanks, pipelines, valves, meters, pumps, hoses, and manifolds. - Monitor fuel receipt, transfer, loading and unloading operations to ensure they are performed safely and accurately. - Perform cargo calculations and reconcile vessel, shore-tank, meter and system quantities to identify and prevent discrepancies. - Verify valve line-ups, product routing, tank capacity, and operational readiness before commencing any product movement. - Review cargo, survey and quality documents and assist with product sampling and quality-control activities. - Prepare delivery notes, invoices, movement reports, breakdown reports and daily sales reports, for customers and internal records. - Maintain accurate operational records and promptly update all product movements in the relevant systems. - Respond to and follow up on emails and operational requests promptly and professionally. - Ensure that all goods are properly received, inspected, recorded, and accounted for upon delivery. - Monitor stock levels and movements and report replenishment requirements in a timely manner. - Coordinate transportation and logistical arrangements for operational trips. - Coordinate with supervisors, surveyors, port authorities, and internal departments regarding vessel and cargo operations.

	• Ensure all the required documentation is available prior to a vessel's arrival. • Calculate available ullage, prepare loading and receiving plans before a vessel's arrival and obtain the supervisor's approval. • Conduct manual tank ullaging, check for water and verify the quantity of cargo received. • Follow all company policies, SOPs, safety requirements, environmental procedures and emergency-response instructions while working onboard vessels and at operational sites. • Immediately report leaks, spills, quantity discrepancies, pipeline issues, equipment failures, incidents and other abnormal conditions. • Support ship-to-ship transfers, inter-tank transfers and other vessel-related operations. • Assist surveyors and relevant personnel with tank and equipment calibration activities.
Required Qualifications	• Minimum 3 O' Level Passes
Preferred Requirements	• Work Overtime (including weekends, holidays, and rotating shifts) and respond to after-hours callouts. • Should have knowledge in using Microsoft Office software. • Good numerical, communication, and recordkeeping skills. • Previous experience in fuel terminal operations, marine operations, logistics, warehousing, or a similar field would be an advantage.
Deadline	2 nd September 2026, 1230hrs
How to Apply	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 3344253