بسم الله الرحمن الرحيم

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State Trading Organization plc

Registration Number: C-186/2001

Ref. Number: 60-HR/2026/295

Date: 16.11.2026

JOB OPPORTUNITY

Evolve your career with State Trading Organization Plc.

Position Name	**Warehouse Support Officer**
No. of Position	1
Worksite / Department	Thilafushi DC / Construction Solutions
Salary & Benefits	• Net Salary Range: MVR 13,000 – 14,000 • Overtime and extra working days allowance • Health insurance will be provided after probation • Staff Privilege Program
Job Responsibilities	• Billing and ensuring accurate record keeping • Preparing and issuing invoices to customers • Tallying and processing GI and GR requests • Inspect deliveries for loss or damage and report any such discrepancies to Supervisor • Performing stock related work and stock replenishment for customer and warehouse • Ensure adequate record keeping and manage all documentation to maintain inventory control and stock level • Ensuring the timely dispatch of the goods to the appropriate destinations • Receive, unload, picking, packing and shelve supplies • Sorting all goods and stacking them appropriately
Required Qualifications	• 4 Passes in O'Level
Preferred Requirements	• Should have knowledge in using Microsoft Office software • Knowledge of relevant product sectors • Good understanding of supply chain procedures
Deadline	23rd November 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 3012743