

Number: 60-ADM/2024/262

Date: 31/07/2024

**JOB OPPORTUNITY**

Evolve your career with State Trading Organization Plc.

Position Name	<b>Sales Representative</b>
No. of Position	1
Worksite / Department	Gn. Fuvahmulah Shop / STO People's Choice and Food Security
Salary & Benefits	<ul style="list-style-type: none"> <li>• Net Salary Range: MVR 9,500 to 10,500</li> <li>• Overtime and extra working days allowance</li> <li>• Health insurance will be provided after probation</li> <li>• Staff Privilege Program</li> </ul>
Job Responsibilities	<ul style="list-style-type: none"> <li>• Greet and interact with customers to determine their product requirements</li> <li>• Provide purchasing assistance to customers and guided them to product location</li> <li>• Ensure racks are fully stocked, placed and products are displayed in an effective manner</li> <li>• Process payment transactions and bag customer purchases, promptly and properly</li> <li>• Maintain the inventory by ensuring expiry and damage product and update to Supervisor</li> <li>• Prepare bills and service memo and dispatch items to customers</li> <li>• Sort all goods and stack them appropriately</li> <li>• Conduct stock count and prepare count reports as required</li> </ul>
Required Qualifications	<ul style="list-style-type: none"> <li>• Completed O'Level</li> </ul>
Preferred Requirements	<ul style="list-style-type: none"> <li>• Able to work on shift duty</li> </ul>
Deadline	07 <sup>th</sup> August 2024, 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></p> <p>To process the application, we require necessary documents</p> <p>You can contact us on 3344179</p>