

Ref. Number: 60-HRD/2025/17

Date: 20.01.2025

JOB OPPORTUNITY

Evolve your career with State Trading Organization Plc.

Position Name	<b>Maintenance Coordinator</b>
No. of Position	1
Worksite / Department	Fuel Terminal / Energy
Salary & Benefits	<ul style="list-style-type: none"> <li>• Net Salary Range: Negotiable</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>• Implement and monitor preventive, predictive, and corrective maintenance plans for terminal facilities, equipment, and infrastructure</li> <li>• Coordinate daily maintenance activities across mechanical, electrical, and civil teams, ensuring optimal resource allocation</li> <li>• Plan and execute maintenance schedules to minimize downtime and disruptions</li> <li>• Collaborate with operations to prioritize maintenance tasks based on operational demands</li> <li>• Provide leadership to the maintenance team, assigning tasks and monitoring performance</li> <li>• Oversee workshop operations to ensure timely completion of fabrication, repair, and maintenance jobs</li> <li>• Enforce safety protocols, environmental regulations, and industry standards</li> <li>• Maintain detailed maintenance records (equipment history, breakdown analysis, performance metrics)</li> <li>• Provide regular updates to management on progress, resource utilization, and critical issues</li> <li>• Respond promptly to equipment breakdowns and operational emergencies</li> <li>• Manage team schedules, timesheets, overtime, and leaves</li> <li>• Complete safety observations and halt unsafe work immediately</li> <li>• Work independently or in teams, train apprentices, and assist other trades when required</li> <li>• Ensure work is safe, environmentally compliant, and cost-effective</li> <li>• Share knowledge to support a high-performing organization</li> </ul>

Registration Number: C-186/2001

Required Qualifications	<ul style="list-style-type: none"> <li>• Bachelors in Mechanical Engineering</li> <li>• Ability to read and write in English and Dhivehi</li> </ul>
Preferred Requirements	<ul style="list-style-type: none"> <li>• Ability to diagnose equipment malfunctions, identify corrective action, and analyze/document complex inspection and repair information</li> <li>• Good knowledge of AutoCAD and MS Projects</li> <li>• Ability to read and interpret blueprints and designs</li> <li>• Good knowledge of machines and manual tools</li> <li>• Good knowledge of MS Office packages</li> </ul>
Deadline	26 <sup>th</sup> January 2025, 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 3012767</p>