

Ref. Number: 60-HRD/2025/231

Date: 04.08.2025

## JOB OPPORTUNITY

Evolve your career with State Trading Organization Plc.

Position Name	<b>Sales Officer</b>
No. of Position	1
Worksite / Department	Service Centre / General Trading
Salary & Benefits	<ul style="list-style-type: none"> <li>Net Salary Range: MVR 11,500 – 12,500</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>Process payment transactions promptly and properly</li> <li>Obtain potential customers to explain company products and encourage purchases</li> <li>Arrange to process merchandise, update and post new items details into the system</li> <li>Perform order processing and billing for all distributors and customers</li> <li>Participate in sales and promotional activities for existing brands and new products to the market</li> <li>Enter purchase details including vendors information, invoices and pricing into system</li> </ul>
Required Qualifications	<ul style="list-style-type: none"> <li>5 Passes in O'Level</li> </ul>
Preferred Requirements	<ul style="list-style-type: none"> <li>Competency in Microsoft Office Suite</li> <li>1 Year work experience in a related field</li> </ul>
Deadline	11 <sup>th</sup> August 2025, 1230hrs
How to Apply	<p>Interested candidates please apply online through our job portal  <a href="https://sto.mv/careers">https://sto.mv/careers</a>  Only shortlisted candidates will be contacted for an interview  You can contact us on 3012404</p>