

Ref no: IAS/MIS/2019-807

Date: 13th March 2019

Island Aviation Services Ltd provides Domestic and International Air Services, Cargo Services, Airport Lounges Services, manages Dharavandhoo Airport, Thimarafushi Airport, Ifuru Airport and operates Maldivian Holidays. In order to meet the challenges in the industry, we are committed to provide quality services to our customers and in this context, we are looking for suitable talent to join IASL and be part of our team.

PROCUREMENT COORDINATOR TRAINEE (JOB REF NO: J/2019/17)

- Scope of work:** Carry out day to day functions of the procurement department of the company under the guidance of Procurement Supervisor and General Manager Procurement.
- Qualification:** Minimum GCE O' Level passes above "C" grade in 3 subjects including English, Mathematics
- Requirements:** Computer literate
Able to work long and odd hours
Pleasant personality
Ability to manage one's own work effectively, to use one's own initiative and to be self-motivating in order to achieve results
Meticulous, detailed, well-organized and able to work independently to meet deadlines
- Location:** Island Aviation Head Office / Male'

INTERESTED CANDIDATES FOR ABOVE POSITIONS SHOULD SUBMIT THE FOLLOWING DOCUMENTS:

Completed Application form (available to download from www.maldivian.aero) **with Curriculum Vitae, copies of Educational Certificates and National Identity Card along with Police Report.**

Not later than **1400hrs of 20th March 2019 (Wednesday)** to:

Human Resources Department
Island Aviation Services Ltd.
M. Raaverige, Majeedhee Magu
Male', 20345 Republic of Maldives
Email: hr@iasl.aero
Phone: 3331292/3331262

NOTE: Applications with inaccurate information, which do not meet the above requirements and which are incomplete will be disqualified.

(Only Maldivians will be accepted for the above positions & only shortlisted Applicants will be notified)