

Advertisement No: MFMC/TOR/2023/13

INVESTOR RELATIONS EXECUTIVE

1. Scope of work

Investor Relations Executive is responsible for developing and managing investor relations of the corporation under the guidance of Head of Department.

2. Specific responsibility:

- 2.1 Develop and execute robust stakeholder relations strategy for investor and other stakeholders, and assist towards developing an efficient investor relations framework
- 2.2 Act as a relationship manager for key counterparties of the company and subsidiaries
- 2.3 Develop investor confidence and belief in the company's vision and strategy for delivering shareholder value
- 2.4 Create and manage a strong reputation by demonstrating consistent and clear communication between internal and external parties
- 2.5 Analyze and present financial trends, competitor behavior, shareholder issues, and other developments that could impact the business
- 2.6 Serving as a key point of contact for the investment community and be responsible for overseeing and managing performance reporting communication
- 2.7 Organizing events, conferences and meetings with the objective of facilitating investments for investment opportunities
- 2.8 Representing the company at conferences and in meetings with key stakeholders, and creating material for such meetings
- 2.9 Participation in activities by the investment team towards creating a pipeline of investable products
- 2.10 Work closely with management to enhance relationships between the corporation's investors, and other stakeholders.

3. Requirements:

- 3.1 Degree in Economics / Business / Commerce / Finance / Communications or relevant field
- 3.2 Minimum 1 year experience in similar role

4. Preferred Skills:

- 4.1 Excellent communication skills with effective stakeholder management
- 4.2 A professional with a client-minded focus, detail-oriented and well-organized, with ability to exercise sound arguments
- 4.5 Attention to detail and a creative and innovative approach to work.
- 4.6 Ability to effectively prioritize and execute tasks in a high-pressure environment

Remuneration: MVR 17,301 – 22,124

Interested candidates, please email to HR@mfmc.mv, the following listed documents;

- a) CV
- b) Accredited Certificate Copies and Transcript
- c) O' Level and A' Level Certificates Copies
- d) Reference Letter(s)
- e) ID Copy