بِسْمِ اللهِ الرَّحْمٰنِ الرَّحِيْمِ

Pension Office

Terms of Reference

Graduate Trainee

Position:	Graduate Trainee
Specialisation:	Actuarial Science
Service:	1-year contract
Department:	Investment and Advisory Services

Overall Responsibilities:

The Graduate Trainee will get the opportunity to contribute technical inputs for Maldives Retirement Pension Scheme (MRPS) related investments and other member benefits analysis, while undertaking responsibilities related to numerical data analysis and reporting functions of MRPS related investments and products.

Specific Tasks:

- Performing assessments on the MRPS member demographic and conduct fund retirement projections using actuarial models and aid in the development and structuring of benefit schemes for MRPS members;

- Evaluate through numerical analysis strategies for selecting the most suitable investments based on risk return characteristics of individual MRPS funds;

- Formulate risk mitigation methodologies through comprehensive statistical models;

- Assess the impacts on MRPS investments and reporting framework, to factor variables in economic outlook developments;

- Develop framework to compliment investment due diligence process by incorporating financial models on calculation of risk return characteristics;

Minimum Requirement/Qualification

- Bachelor's Degree in the field of Actuarial Science

Desired Skills and Competencies:

- Strong analytical skills with the ability to work with complex data sets

- Proficiency in using computer software applications, experience in actuarial modeling software and tools will be an added advantage;

- Excellent communication skills to effectively convey actuarial concepts and findings through technical analysis reports, and presentations;

- Excellent organizational, time management and strong interpersonal skills with a desired leadership;

- Strong problem-solving abilities and attention to detail;

- Ability to multitask, to work flexibly and meet tight deadlines;

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Terms of Reference

Graduate Trainee

Position: Graduate Trainee
Specialization: Artificial Intelligence (AI)
Service: 1-year contract
Department: Innovation & Technology Division

Reporting Relationships:
The Graduate Trainee will report directly to the Chief Technology Officer (CTO) and is expected to work closely with team members of the Data Services Department.

Overall Responsibilities:
The graduate trainee will work with our Team to gain practical experience in AI and machine learning and contribute to the development and implementation of AI solutions.

Specific Duties
- Work with the Data Services Team to develop and implement AI models using various programming languages and tools.
- Undertake research and analysis on AI-related subjects and trends to support the implementation of our strategic plan for Artificial Intelligence.
- Collaborate with cross-functional teams to understand business requirements and translate them into AI solutions.
- Assist in data collection, data preprocessing, and data labeling tasks for AI projects.
- Participate in the development and maintenance of AI documentation, technical reports, and user manuals.
- Attend relevant training sessions, seminars, and workshops to enhance technical skills and knowledge.

Required Qualification
Bachelor's Degree or Master's Degree in artificial intelligence or a related field.

Desired Skills and Competencies
- Knowledge of programming languages such as Python, NodeJS, Java, and C++.
- Familiarity with AI and machine learning concepts and frameworks.
- Strong analytical and problem-solving skills.
- Excellent communication and collaboration skills.
- Ability to work independently and in a team environment.