DRIVER

Position Type: Permanent (Initial contract shall be for a period of one (1) year. The contract shall be renewed as permanent based on performance upon successful completion of one year.)

REQUIREMENTS

- Should be able to read and write Dhivehi & English
- Must have valid Motorcycle and Car Driving License [A0, A1 & B1]
- Experience driving in a professional capacity
- Should be able to drive and park executive car and other company vehicles
- Good inter-personal skills and ability to work in a team environment
- Pleasant personality

RESPONSIBILITIES

- Drive company vehicles to make pick-ups and drop-offs
- Pick-up and delivery of documents/items from Allied offices and customers
- Carrying out vehicle maintenance checks
- Refuel and clean vehicles and ensure they're always ready for use
- Assist in other functions of Administration

REMUNERATION & BENEFITS

- Attractive salary based on qualification and experience
- Annual Bonus
- Flexible Leave Arrangement
- Sales Incentive

- Health & Life Takaful Plan
- Third Party Credit Schemes
- Staff Loan Scheme
- Learning & Development

Interested candidates please apply in writing along with Job Application Form, Job Letter, ID card copy, CV, and copies of relevant certificates to:

Allied Insurance Company of the Maldives Pvt. Ltd. Allied Building, 3rd Floor, Chaandhanee Magu, Male', 20156, Maldives

1600

332 5035

■ jobs@allied.mv

www.allied.mv

- Application form is available at our website
- Applications with:
 - inaccurate information,
- incomplete application form
- missing other required documents such as CV, letters will be disqualified

Please apply on or before 17 July 2023 — 15:30 hrs.

Only shortlisted candidates will be called for interview and for more information <u>Call us at 1600</u> (All prospective employees must pass a background check)





