## 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.

- 1600

Allied Building, 3rd Floor, Chaandhanee Magu,
Male', 20156,
Maldives

- 3325035
- jobs@allied.mv
(t) 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.

