

Maldives Integrated Tourism Development Corporation Limited  
K. Male'

02<sup>nd</sup> June 2019

**Reference Number:** (IUL)MITDC-HR/1/2019/9

### Job Vacancy

<b>Job Title</b>	Assistant Director, Finance
<b>Department</b>	Finance
<b>Salary</b>	MVR 16,000.00
<b>Type of employment</b>	Permanent
<b>Place of Work</b>	Corporate office of MITDC at 5 <sup>th</sup> Floor, Velaanaage.
<b>Duties and responsibilities</b>	<ol style="list-style-type: none"> <li>1. Collating, preparing and interpreting reports, budgets, accounts, commentaries and financial statements</li> <li>2. Undertaking strategic analysis and assisting the Corporation Management in strategic planning.</li> <li>3. Undertaking all works of project financing and management of development/operating Contracts.</li> <li>4. Evaluating the financial standing of the Corporation and provide information for the short-term and long-term business plans.</li> <li>5. Undertaking research into development models, pricing, competitors and factors effecting project performance.</li> <li>6. Controlling income, cash flow and expenditure.</li> <li>7. Managing Corporate and Project budgets.</li> <li>8. Developing and managing financial systems and models.</li> <li>9. Carry out business modelling and risk assessments.</li> <li>10. Create department SOP's and supervise and manage the staff of the Finance and Accounts department.</li> <li>11. Manage financial details of all Clients of the Corporation.</li> <li>12. Liaise with Auditors and required Government authorities to ensure appropriate monitoring and maintenance of corporate finances.</li> <li>13. Act as the financial advisor for the Management of the Corporation.</li> </ol>

**Education/Qualification**

1. Bachelor's Degree in Accounting and/or Finance Management or a related field with minimum 3 years of work experience in finance.
2. Diploma in Accounting and/or Finance Management or a related field with minimum 6 years of work experience in finance.
3. Work experience in projects and/or development sectors will be an added bonus

Interested candidates are requested to submit the following documents on or before 13th June 2019 at 14:00PM to MITDC, 5th Floor, H. Velaanaage or mail to the email [hr@mitdc.com.mv](mailto:hr@mitdc.com.mv)

1. Job application form (available from: [www.mitdc.com.mv](http://www.mitdc.com.mv));
2. Candidates Curriculum Vitae;
3. Attested copy of ID card;
4. Accredited and attested copies of Educational certificates, and;
5. Other supporting documents

Candidates may send their application to the email [hr@mitdc.com.mv](mailto:hr@mitdc.com.mv) or submit their application to the address below. Only shortlisted candidates will be contacted for the interview.

MITDC  
5th Floor, Velaanaage  
Ameeru Ahmed Magu  
Male' 20096, Maldives

