



We're **HIRING**

Officer, HR
Resource Planning & Expatriate Management

No. of vacancy: 01

Qualifications:

- Degree or Diploma in Human Resource Management or in a related field.
- Experience in the field will be an added advantage.

Job Requirements:

- Computer Literacy in MS word and Excel.

Responsibilities:

- Recruiting staff (This includes developing job description and person specification, preparing job advertisements, shortlisting, interview and selecting candidates).
- Onboard new employees in order to become fully integrated.
- Maintain the candidate and employee information by entering and updating employment records in Oracle system.
- Arrange employment visa, work permit, residence permit visa foreign/expatriate employees.

DEADLINE: 25th September 2019 - 1500HRS

***Interested Candidates, please send in your Job Application Form to
Corporate Office, Maldives Airports Company Ld.***

Maldives Airports Company Limited
Corporate Office
Velana International Airport
Hulhule' 22000,
Republic of Maldives

Note: ONLY Short listed candidates will be notified.
For further information please do not be hesitated to contact us

Email: recruitment@macl.aero **Contact:** 3325511

Job application form will be available at www.macl.aero

36



18