

Visit Maldives Corporation Limited
Male' / Maldives

Announcement Number: (IUL)VMC-HR/1/2026/18

JOB OPPORTUNITY

Basic Salary (per month): MVR 11,520.00
Service Allowance (per month): MVR 4,032.00
Living allowance (per month): MVR 3,456.00
 Technical Qualification Allowance / Supporting Qualification Allowance will be paid based on the highest qualification.
 Level 9 and above: MVR 1,750.00 (Monthly)
 Level 7 & 8: MVR 1,250.00 (Monthly)
 Level 6 & below: MVR 750.00 (Monthly)
 Overtime and other allowance will be paid accordingly

Position: Assistant Manager

Vacancies: 01

Department / Section: Internal Audit

1. Minimum Qualifications:

1. Bachelor's degree/Bachelor's honours degree/professional diploma/ professional certificate (National Qualification level 7) (OR)
2. Diploma (National Qualification level 5) with a minimum of 3 years' experience in a similar field. (OR)
3. GCE O' Level with 8 years and above experience in a relevant field.

2. Other Competencies

1. Knowledge of public finance regulations, corporate governance frameworks, and SOE compliance requirements.
2. Ability to present findings clearly to senior management and the ARC.
3. Proficient in Microsoft Office and data analytics tools.

2. Key roles and responsibilities:

- Assist the Chief Internal Auditor in developing and maintaining the risk-based Annual Audit Plan, and in reviewing the Internal Audit Charter, Internal Audit Manual, audit methodology and related documentation.
- Develop risk-based audit programs, procedures and engagement planning documents for audit assignments.
- Lead and conduct audit engagements, including interviews, process walkthroughs, document review, data analysis, control testing and evidence gathering, and assess the adequacy and effectiveness of governance, risk management and internal control processes.
- Document audit work and ensure working papers are complete, accurate, properly referenced and supported by sufficient and appropriate audit evidence.
- Prepare draft audit reports with clear findings, root causes, risk ratings and recommendations, facilitate exit meetings and document management responses.
- Report significant risks, control failures, fraud risks, irregularities and governance issues identified during engagements to the Chief Internal Auditor in a timely manner.
- Assist the Chief Internal Auditor in preparing audit progress reports and submissions for Management, the Board and the Audit and Risk Committee.
- Monitor and follow up on agreed audit recommendations and report overdue or unresolved actions.
- Conduct advisory engagements, special reviews, investigations and other assignments as directed by the Chief Internal Auditor.
- Ensure audit engagements are performed in accordance with the IIA Standards, Internal Audit Manual, approved methodology and internal Quality Assurance and Improvement Program.
- Maintain professional competence through continuing professional development and ensure confidentiality and security of all information, documents and audit evidence obtained during engagements.
- Assist external auditors as required.
- Carry out all other tasks of the section assigned by the supervisor.
- Participate in the activities/events organized by the Corporation.

3. Deadline for Application Submission:

Interested candidates, please email your application to jobs@visitmaldives.com on or before 04 June 2026 (Thursday), 14:00hrs.

4. Compulsory documents required:

- a. Duly completed job application form.
- b. CV of the applicant with contact information (reference contact details with contact number).
- c. Copy of national identity card.
- d. Reference letters.
- e. Attested copies of educational certificates/ transcripts (certificates from abroad shall be accredited by MQA).
- f. Valid Police Report.

5. Additional Information:

- a. Only shortlisted candidates shall be contacted for the interview.
- b. Following the interviews, unsuccessful candidates will be informed verbally.
A written document shall not be issued.
- c. Email address to submit documents: jobs@visitmaldives.com
- d. All documents should be submitted in PDF format as one document.
- e. Job application form will be available to download on our website at the link below.
Link: <https://corporate.visitmaldives.com/downloads/>
- f. For any inquiries please contact: 3323228, 3035512, 3035513 or 3035514.

6. Address line:

Ibrahim Shiuree,
CEO & Managing Director,
Visit Maldives Corporation Limited

31 May 2026