

<b>Job Title:</b>	IT Support Officer (5 Positions)	<b>Work Location:</b>	Greater Malé Region
<b>Division:</b>	Technology	<b>Employment Type:</b>	Full-time
<b>Deadline:</b>	<b>9<sup>th</sup> June 2026, before 12:00 PM</b>		

**Key Responsibilities**

- Provide technical support and troubleshooting for hardware, software, and network issues to ensure smooth daily IT operations.
- Install, configure, and maintain computer systems, printers, and related IT equipment for staff.
- Set up new user accounts, email addresses, and access permissions as instructed by supervisors or management.
- Assist with the deployment and maintenance of IT infrastructure, including software updates and security patches.
- Support staff by helping with basic IT tasks such as connecting to Wi-Fi, using office applications, and accessing shared resources.
- Monitor and report technical issues, system malfunctions, or security concerns to the IT supervisor or management promptly.
- Follow company policies, safety guidelines, and confidentiality requirements while handling sensitive information and system access.
- Perform any other duties as assigned by the Management.

**Minimum Qualifications and Experience**

- Diploma (MQA Level 5 or 6) in Computer Science, Information Technology, or a related discipline, with a minimum of one (1) to two (2) years of relevant professional experience.
- Experience in supporting software and systems, including assisting with application setup, troubleshooting, routine testing, and ongoing maintenance, along with familiarity in managing databases, integrating systems, and following secure IT practices.

**Salary & Benefits**

- Remuneration between MVR 13,000 – MVR 14,000 based on qualifications and experience
- Other benefits governed by applicable laws and the Corporation’s policies

**How to Apply:** Interested candidates are invited to submit the following documents via email to [hr@statepharma.mv](mailto:hr@statepharma.mv)

- Updated Curriculum Vitae (CV)
- Copy of National ID Card
- Recent passport-size photograph (soft copy)
- MQA accredited and attested educational certificates
- Experience letters and service records

Please use the subject line: **Application for IT Support Officer**  
Incomplete applications and applications received after the deadline will not be accepted.

For queries, please contact Human Resources at [hr@statepharma.mv](mailto:hr@statepharma.mv)