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of the Maldives.

## ASSISTANT SALES EXECUTIVE – ALLIED TAKAFUL (Allied Islamic Window)

**Position Type: Permanent (Initial contract shall be for a period of 1 (one) year. The contract shall be renewed as permanent based on performance upon successful completion of one year.)**

### REQUIREMENTS

- IGCSE/GCE O' Level 05 passes or Edexcel Int./GCE A' Level 02 passes (Grade C and above)
- Previous work experience in sales/customer service will be an added advantage
- Computer skills with knowledge of MS Office Applications
- Excellent verbal and written communication skills in Dhivehi and English
- Excellent inter-personal skills and ability to work in a team environment
- Able to work independently and adhere to tight reporting deadlines
- Pleasant personality

### RESPONSIBILITIES

- Provide high level of customer services to customers obtaining service from Allied Takaful by providing quick and accurate response to customers' queries and requests
- Develop and maintain client database
- Manage customer accounts and resolve customer complaints
- Market product portfolio by introducing products to potential customers

### REMUNERATION & BENEFITS

- Attractive salary based on qualification and experience
- Annual Bonus
- Flexible Leave Arrangement
- Sales Incentive
- Health & Life Insurance Plan
- Third Party Credit Schemes
- Staff Loan Scheme
- Learning & Development

Interested candidates, please apply online by visiting our website; <https://jobs.allied.mv/job>

Please apply on or before 28 June 2026 — 15:00 hrs.

Only shortlisted candidates will be called for interview and for more information call us at 1600  
(All prospective employees must pass a background check)

