

Job Title:	IT Support Officer (4 Positions)	Work Location:	Greater Malé Region
Division:	Technology	Employment Type:	Full-time
Deadline:	4th July 2026, before 12:00 PM		

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 17,200 – MVR 18,200 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 careers@statepharma.mv

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

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 careers@statepharma.mv