

Job Title:	Cashier (2 Positions)	Work Location:	Greater Malé Region
Division:	Commercial	Employment Type:	Full-time
Deadline:	12th July 2026, before 12:00 PM		

Key Responsibilities

- Collect daily sales proceeds and ensure accurate cash handling.
- Prepare and deposit daily cash collections in the designated bank.
- Assist pharmacies in resolving bank POS terminal issues by coordinating with the bank and relevant service providers.
- Verify daily sales reconciliations and investigate any discrepancies.
- Coordinate with the Finance Department on cash deposits, reconciliation issues, and other finance-related matters.
- Maintain accurate records of cash collections, bank deposits, and reconciliation reports.
- Ensure compliance with company cash handling policies and internal controls.
- Perform other cashiering and finance-related duties as assigned by the supervisor.

Minimum Qualifications and Experience

- Completion of GCE O-Level or equivalent qualification, with a minimum of five (2) two to three (3) years of relevant work experience in cashiering, customer service, retail, or finance-related functions.
- OR**
- Completion of GCE A-Level or equivalent qualification, with a minimum of four (4) to five (5) years of relevant work experience in operations, administrative support, logistics coordination, or pharmaceutical/healthcare-related office functions;
 - Demonstrated experience in cash handling and ensuring compliance with established procedures.

Salary & Benefits

- Remuneration of MVR 13,000
- 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 Cashier**

Incomplete applications and applications received after the deadline will not be accepted.

For queries, please contact Human Resources at careers@statepharma.mv