

Job Title:	Assistant Manager, Warehouse	Work Location:	Greater Malé Region
Division:	Commercial	Employment Type:	Full-time
Deadline:	13th July 2026, before 12:00 PM		

Key Responsibilities

- Manage the daily warehouse operations, ensuring the efficient receipt, storage, inventory control, and dispatch of pharmaceutical products in compliance with policies and regulatory requirements.
- Oversee inventory control activities, ensuring accurate stock records, optimal stock levels, timely stock replenishment, and regular stock reconciliation to maintain inventory accuracy.
- Ensure all pharmaceutical products are stored, handled, and distributed in accordance with Good Distribution Practices (GDP), manufacturer requirements, and other applicable regulatory standards.
- Lead, supervise, and develop warehouse personnel by allocating work, monitoring performance, providing coaching, and ensuring productivity and adherence to operational procedures.
- Liaise with Procurement, Sales, Distribution, Quality Assurance, and other departments to ensure timely product availability, efficient order fulfilment, and smooth operational workflow.
- Monitor warehouse performance through key performance indicators (KPIs), identify operational improvements, optimize warehouse processes, and implement initiatives to enhance efficiency, accuracy, and service delivery.

Minimum Qualifications and Experience

Bachelor's Degree (MQA Level 7 or 8) in Supply Chain Management, Business Administration, Pharmacy, or a related discipline, with a minimum of two (2) to three (3) years of relevant experience in inventory management and pharmaceutical product handling.

OR

- Diploma (MQA Level 5 or 6) in Supply Chain Management, Business Administration, Pharmacy, or a related discipline, with five (5) to six (6) years of relevant professional experience.
- Demonstrated experience in pharmaceutical product management, inventory control, stock monitoring, and adherence to quality and regulatory standards.

Salary & Benefits

- Remuneration of MVR 23,000
- 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

- 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 Assistant Manager, Warehouse**

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

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