

Job Title:	Foreman	Work Location:	Greater Malé Region
Division:	Commercial	Employment Type:	Full-time
Deadline:	12th August 2026, before 12:00 PM		

Key Responsibilities

- Supervise and coordinate daily activities within the warehouse to ensure the efficient handling and storage of pharmaceutical products.
- Monitor and guide warehouse staff in receiving, handling, arranging, and maintaining pharmaceutical products and medical supplies in an organized manner.
- Ensure proper storage, identification, and placement of inventory according to warehouse procedures.
- Assist in monitoring the movement of pharmaceutical products and medical supplies, including receiving, issuing, transferring, and dispatching items.
- Conduct regular stock checks and report discrepancies, damages, or shortages.
- Coordinate with relevant departments to ensure the timely availability, distribution, and movement of pharmaceutical products and medical supplies.
- Maintain accurate documentation and records relating to the handling, storage, and movement of pharmaceutical products
- Support inventory counting activities, including the physical verification and reconciliation of pharmaceutical products and medical supplies.

Minimum Qualifications and Experience

- Completion of GCE A-Level/ O-Level or equivalent, with a minimum of four (4) to five (5) years of relevant professional experience.
- OR**
- Demonstrated experience in overseeing warehouse, logistics, or facilities operations and maintaining operational efficiency.

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

- | | |
|---|--|
| • 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 Foreman**

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

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