



JOB OPPORTUNITY

Reference Number
MND/PO/J/26/36

Date
13 October 2026

**Maldives Innovation
and Digital Company**

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G. Niusha, 5th Floor
Lily Magu, Malé 20130
Republic of Maldives

Post	AI Learning Associate
No of Positions	01
Employment Type	Contractual Full-Time
Terms of Employment	This is a one-year assignment from the commencement of work. Contract renewal eligibility requires both the successful completion of probation and a satisfactory annual performance review
Location	Head Office / Male'
Remuneration	Based on qualifications and experience

SCOPE OF WORK

The AI Learning Associate supports the development, delivery, and continuous improvement of Future Institute's Artificial Intelligence education and training programs. The role focuses on translating AI concepts, technologies, and practical applications into accessible, engaging, and industry-relevant learning experiences.

Working collaboratively with the Data & AI team, Instructional Designer, Technical Learning Developer, facilitators, and subject matter experts, the AI Learning Associate contributes to the development of AI course content, practical exercises, demonstrations, projects, and supporting learning resources.

The role also supports research into emerging AI technologies and workforce skills requirements, helping Future Institute develop relevant AI learning opportunities for students, professionals, government employees, and the wider community.

DUTIES & RESPONSIBILITIES

AI Program Development

- Support the development of AI-focused micro-credentials, short courses, workshops, bootcamps, and professional development programs.
- Research and prepare technical content covering AI fundamentals, Machine Learning, Generative AI, AI tools, and related emerging technologies.
- Work with the Data & AI team and Instructional Designer to develop competency-based learning activities and resources.

- Contribute technical content to course specifications, learner handbooks, facilitator guides, and assessment materials.
- Review and update AI learning materials to maintain technical accuracy and relevance.
- Practical Learning & Technical Resources
- Develop practical AI exercises, demonstrations, guided activities, and introductory projects.
- Explore and evaluate AI tools, platforms, and frameworks suitable for education and training.
- Prepare technical examples, tutorials, and step-by-step learning resources for different learner groups.
- Support the development and testing of practical AI labs and learning environments.
- Assist in adapting technical AI concepts into accessible learning experiences for learners with different levels of technical knowledge.

Research & Program Innovation

- Monitor developments in Artificial Intelligence, Machine Learning, Generative AI, and related technologies.
- Research emerging AI skills and their applications across different industries and professions.
- Identify useful AI tools, resources, and practical applications that can be incorporated into Future Institute programs.
- Contribute ideas for new AI learning activities, workshops, and program offerings.

Training & Learning Support

- Assist facilitators in preparing and delivering AI training sessions, workshops, and practical activities.
- Support learners during demonstrations, hands-on exercises, and technical learning activities.
- Deliver introductory demonstrations or learning sessions where appropriate.
- Assist with preparing training materials, presentations, and supporting resources
- Participate in Future Institute's AI literacy and workforce capacity-building initiatives.

Continuous Improvement

- Gather and review learner and facilitator feedback to identify improvements to AI learning resources.
- Test and refine practical activities, demonstrations, and technical learning materials.
- Maintain organized and up-to-date AI learning resources and technical documentation.
- Support other programs development activities as required.

QUALIFICATIONS & EXPERIENCE

- The ideal candidate should possess the following qualifications and experience:
- Bachelor's Degree in Artificial Intelligence, Machine Learning, Computer Science, Data Science, Information Technology, Software Engineering, or a related discipline.

- Foundational understanding of Artificial Intelligence, Machine Learning, Generative AI, and related technologies.
- Familiarity with Python programming, AI tools, or Machine Learning frameworks.
- Ability to demonstrate relevant technical knowledge through academic projects, coursework, internships, or personal projects.
- Interest in education, technical training, and developing practical learning resources.
- Fresh graduates are encouraged to apply. Previous professional experience is not required.
- Good written and verbal communication skills in English and Dhivehi.

DESIRED SKILLS

- Strong interest in Artificial Intelligence, Machine Learning, and emerging technologies.
- Ability to explain technical concepts clearly to learners with different levels of experience.
- Basic proficiency in Python and familiarity with commonly used AI tools and platforms.
- Ability to research technical topics and prepare clear learning resources.
- Interest in developing practical exercises, tutorials, demonstrations, and learning activities.
- Good analytical, research, and problem-solving skills.
- Good presentation, communication, and technical writing skills.
- Ability to work collaboratively with technical specialists, instructional designers, and facilitators.
- Willingness to learn new technologies and continuously develop technical knowledge.
- Strong organizational skills, attention to detail, and a proactive approach to assigned tasks.

APPLICATION SUBMISSION

Interested candidates are invited to submit their completed job application form together with an up-to-date CV to talent@mindco.mv no later than 16:00 hrs on 21st October 2026.

ADDITIONAL DOCUMENTS FOR SHORTLISTED CANDIDATES

Please be informed that applicants who are shortlisted will be contacted for an interview and will be required to provide the following documents via email to talent@mindco.mv upon notification:

- A recent passport-size photograph (digital copy)
- A scanned copy of the National ID card
- Scanned copies of educational certificates
- Employment reference letters from previous employers
- Valid police report

OUR COMMITMENT TO DIVERSITY & INCLUSION:

At MINDCo, we champion an inclusive and respectful workplace where everyone has equal opportunities to thrive. We welcome applications from all qualified individuals, and we strongly encourage women to apply.