IUL:E2/IL/2026/30

Retail Assistant (X 1)

Requirement / Qualifications:

- Minimum 3 passes in GCE O'Level or
- Level 3 certificate and 1 year experience or
- Minimum 2 years' work experience in a related field.
- Must have B1 license.

Employment Type: Contract (1 year)

Key responsibilities:

- Greet customers warmly and provide friendly, helpful service.
- Assist customers in finding products and offer suitable recommendations.
- Respond to customer inquiries and resolve basic complaints professionally.
- Ensure a positive shopping experience for all customers.
- Process sales transactions accurately using POS systems.
- Handle cash, card payments, refunds, and exchanges as per company policy.
- Upsell and promote products to achieve store sales targets.
- Refill shelves and maintain fully stocked displays.
- Ensure store layout, product presentation, and pricing are accurate.
- Receive, unpack, and organize new stock deliveries.
- Perform stock counts and report inventory discrepancies.
- Maintain cleanliness of the store, counters, and storage areas.
- Follow health and safety guidelines and report any hazards.
- Ensure security procedures are followed to prevent theft or loss.

Skills and Attributes:

- Able to work shifts including nights, weekends, holidays, and varying schedules.
- Strong communication and interpersonal skills.
- Ability to work in a fast-paced environment.
- Basic numeracy and computer literacy.

Benefits

- Basic Salary: MVR 6,080/-
- Service Allowance: MVR 3,450/-
- Additional Benefits will be paid as per company policy.

To be attached with the Curriculum Vitae:

Addu International Airport Pvt. Ltd.'s Job Application Form. (The form can be downloaded from our website)
Photocopy of the applicant's National Identity Card.
Passport size photo of the applicant.
Educational certificate photocopies.
Reference letter
Police report (not less than 4 months from the date of issuance)

Deadline: 12th November 2026
Interested candidates may submit their applications online through the following link
https://jobs.ganairport.com/