بسم الله الرحمن الرحيم

**Ministry of Economic Development, Transport and Trade**
Male', Republic of Maldives

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ގުޅޭ، ދިވެހިރާއްޖެ

# TERMS OF REFERENCE

## SENIOR TRADE INSPECTION OFFICER

### 1. Introduction

The Ministry of Economic Development, Transport and Trade (MEDTT) is seeking Senior Trade Inspection Officer to lead and oversee Inspectorate Section in ensuring compliance with business and consumer protection regulations. The Officer will lead inspections, monitoring, and reporting activities across the Maldives.

### 2. Scope of Work

The Senior Trade Inspection Officer will be responsible for:

1. Leading inspections of businesses and service providers authorized by the Ministry.
2. Ensuring compliance with the Consumer Protection Act during inspections of commercial premises.
3. Inspecting accommodation premises of expatriates working in the Maldives to ensure regulatory compliance.
4. Overseeing the collection of prices for monitoring market trends and essential goods.
5. Managing inspections related to consumer complaints and providing guidance to Assistant Inspection Officers.
6. Coordinating joint inspections with government authorities and agencies.
7. Ensuring inspections are conducted in accordance with Standard Operating Procedures (SOPs) and maintaining accurate inspection records in the system.
8. Monitoring and investigating complaints regarding foreigners conducting business activities in violation of laws and regulations, ensuring accurate documentation of findings, including:
    a. Identifying illegal business arrangements, particularly where locals serve as fronts for foreign-operated enterprises, and assessing ownership, licensing, and regulatory compliance.
    b. Ensuring compliance with the Foreign Investment Act (Law No. 11/2024), including identifying foreign-operated businesses in unauthorized sectors and verifying that all required permits and approvals have been obtained.
9. Providing training and technical support to Assistant Inspection Officers.

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ގާއި، ދިވެހިރާއްޖެ

## 3. Qualification & Experience

- **Education:** Level 7 or 8 Certificate in a Related Field)
- **Education Fields: International Business**, International Business Management, International Trade, International Trade Relations, International Business And Trade, International Trade and Entrepreneurship, International Trade and Development, International Trade and Economic Diplomacy, Foreign Trade and International Marketing, Global Business, Business Administration, Business Management, Finance and Investment, Investment Management, Investment Analysis, Financial Compliance and Governance, International Commerce, Business, Capital Markets, Financial Markets, Intellectual Property, Global Economic Affairs, Economics, Financial Economics, Economics And Finance, Economics and Commerce, Economics and Business, Economics And Statistics, Economics and Econometrics
- **Experience:** Technical work and research related to developing business policy or strategy.

## 4. Terms of Consultancy

- **Duration:** 24 Calendar Months, subject to extension
- **Working Hours**: 0800-1400hrs, weekdays. The selected applicant may be required to work outside of these hours.
- **Remuneration**
  - Basic Salary: 9845/-
  - Job Allowance: 4595/-
  - Attendance Allowance: 125/- per day
  - Overtime: As per the Pay Framework Standards (as of November 1, 2025)
  - Pension contributions under the Maldives Pension Act

## 5. Recruitment Process

Applicants interested in providing the services are required to submit their CV, certificates, and other relevant information demonstrating their qualifications and experience in the area.

09 November 2026