بسم الله الرحمن الرحيم

MINDCO

JOB OPPORTUNITY

Reference Number

MND/PO/J/26/048

Date

9 November 2026

Maldives Innovation and Digital Company

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info@mindco.mv

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

Post	**Creative Designer**
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	MINDCo Head Office
Remuneration	Based on qualifications and experience

SCOPE OF WORK

We are seeking a talented, resourceful, and technically proficient Creative Designer who combines strong conceptual thinking with exceptional design execution and independent problem-solving skills. The ideal candidate is a proactive and detail-oriented creative professional who can translate ideas into compelling visual solutions, navigate creative and technical challenges, and take ownership of projects from concept to completion.

Under the close guidance of the Creative Lead and in close collaboration with other departments or internal teams, you will contribute original ideas and develop high-quality creative work across branding, marketing content, publications, editorial layouts, digital and print campaigns, presentations, events, and web platforms. In this role, you will be responsible for shaping our brand's visual identity, translating complex technical concepts into compelling visual stories, and designing high-quality assets across digital and physical mediums. The ideal candidate blends artistic vision with technical execution, driving visual excellence across our product, marketing, and corporate touchpoints

This role is ideal for someone who brings creativity, technical expertise, and sound judgment to every project and activity, thrives in a collaborative environment, and can confidently deliver polished, purpose-driven designs with minimal supervision.

DUTIES & RESPONSIBILITIES

Concept Development & Creative Direction

- **Translate Creative Briefs**: Work closely with the Creative Lead to translate creative direction and project briefs into compelling, purpose-driven design solutions.
- **Execute Original Concepts**: Independently develop and execute original design concepts while ensuring alignment with the overall creative vision and brand objectives.
- **Solve Design Challenges**: Identify, troubleshoot, and independently resolve creative and technical challenges throughout the design process.

Asset Production & Visual Communication

- **Multi-Platform Design**: Design high-quality creative assets across digital, print, publications, presentations, events, and web platforms.
- **Editorial & Layout Design**: Develop compelling editorial layouts, multi-page publications, and other visual communication materials.
- **Quality & Brand Assurance**: Ensure all creative deliverables meet brand guidelines, technical specifications, production requirements, and quality standards.

Project Ownership & Brand Evolution

- **End-to-End Ownership**: Take ownership of assigned projects from conceptualisation through execution, production, and final delivery.
- **Brand Identity Maintenance**: Contribute to maintaining and evolving the brand's visual identity, guidelines, templates, and design assets.
- **Innovation & Research**: Proactively explore emerging design tools, techniques, and technologies to enhance creative quality and efficiency.

Collaboration & Stakeholder Alignment

- **Cross-Functional Teamwork**: Collaborate with the Creative Lead, Marketing team and other cross-functional teams to deliver consistent and effective creative outcomes.

SKILLS & REQUIREMENTS

- Bachelor's degree in Graphic Design, Branding, Illustration, Visual Communications, Fine Arts, or equivalent professional experience.
- Minimum of 5 years of relevant professional experience in a relevant creative role.
- A strong portfolio demonstrating expertise across digital and print media, including publications, layouts, and branding.
- Advanced proficiency in Adobe Illustrator, Photoshop, and InDesign, with strong working knowledge of Figma.
- Strong command of design principles, including layout, typography, colour theory, composition, and visual hierarchy.
- Strong skills in editorial design, typesetting, multi-page layouts, book cover design, and publication design.
- Solid technical knowledge of digital and print production, including prepress preparation, colour management, file formats, and print specifications.
- Strong problem-solving skills, with the ability to independently troubleshoot challenges, develop practical solutions, and deliver work with minimal supervision and within set timelines.
- Excellent communication skills, with the ability to articulate design rationale to diverse stakeholders.
- A proactive mindset with attention to detail and a passion for emerging design trends, tools, and technologies.
- A team players and ability to work with cross functional teams
- Familiarity with UI/UX principles, animation, or motion design is an advantage but not required.

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 17th November 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.