بسم الله الرحمن الرحيم

State Pharmaceutical & Medical Supply Corporation Ltd

Reference No: SPMSC-HR-IU-2026-371

Job Title:	Supervisor, Logistics (2 Positions)	**Work Location:**	Greater Malé Region
Division:	Commercial	**Employment Type:**	Full-time
Deadline:	**3rd December 2026, before 12:00 PM**		

Key Responsibilities

- Review orders marked ready to dispatch and prepare the daily dispatch and loading plan.
- Ensure packages are intact, correctly labeled, and suitable for the selected transport method.
- Supervise loading, safe stacking, segregation and handling to prevent loss and damage.
- Report delays, damage, losses, failed deliveries, accidents, and carrier issues immediately.
- Share shipment details and expected departure/delivery information with relevant sites, sales, operations, and management.
- Ensure vehicles and handling equipment are checked, defects are reported, and operational areas remain safe and orderly.
- Obtain proof of dispatch, carrier receipt and proof of delivery or receiving acknowledgment.
- Prioritize shipments according to urgency, destination, freight schedule, cold-chain needs, controlled items, and customer/site commitments.

Minimum Qualifications and Experience

- Bachelor's Degree (MQA Level 7 or 8) in Logistics, Supply Chain Management or Business Administration with three (3) to four (4) years of relevant professional experience.
  OR
- Diploma (MQA Level 5 or 6) in Logistics, Supply Chain Management or Business Administration with Six (6) to Seven (7) years of relevant professional experience.
- Strong knowledge of dispatch documentation, safe loading practices, and shipment tracking,
- Candidates with a valid driving license and forklift or material-handling equipment certification will be given preference.

Salary & Benefits

- Remuneration of MVR 19,000
- 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)
- Copy of National ID Card
- Recent passport-size photograph (soft copy)
- MQA accredited and attested educational certificates
- Experience letters and service records

Please use the subject line: **Application for Supervisor, Logistics**

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

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