



Ref No: HDFC/IU/2017/11

April 5, 2017

CAREER OPPORTUNITY

Housing Development Finance Corporation (HDFC) PLC, established in January 2004, is the only specialized housing finance institution in the Maldives. HDFC is a privatized company with International Shareholders represented by International Finance Corporation (IFC of World Bank Group), Asian Development Bank and HDFC Investments Ltd. of India, jointly holding 51% of shares. HDFC is committed to creating a sustainable Home Mortgage program to fulfill the growing housing needs in the Maldives with a Quadruple Bottom Line of People, Planet, Principles of client protection and Profit. Our mission is to offer financial and social strength to all Maldivian citizens by providing home finance and other savings and investment products managed professionally and profitably to the highest standards, and to the complete satisfaction of all stakeholders.

In accordance with our business plans, HDFC PLC has a vacancy for the right candidate who can provide support to the Credit Team of the company in the capacity of a Technical Officer.

Job Title: Technical Officer

Major Responsibilities:-

- Assist in the Customer Credit Evaluation Process by reviewing all “bill of quantities” (BOQs) received with the loan application, and reporting the findings to the Credit Committee
- Inspect and report on the quality of material and standards of all contraction work in relation to HDFC Loans from the beginning, and through the stages, to completion of the building process.
- Liaise with contractors, consulting engineering firms and suppliers to obtain all relevant information necessary to carry out the duties
- Perform planned and regular inspections on the materials used and the structure’s conformity with specifications in the approved drawings.
- Preparation of relevant technical documentation, and works execution progress reports

Required Qualification & Experience:-

- Diploma in Building and Construction / Diploma in Civil Engineering / Diploma in Quantity Surveyor
- Experience in a similar level at a Construction firm would be an advantage.
- Ability to draw standard reports by using Microsoft software packages

Term of Contract: 12 months (Renewable subject to performance review)

Successful candidate will be rewarded with an excellent package that includes a basic salary, cost of living allowance, food allowance and medical insurance cover. Interested candidates are requested to submit application (downloadable, website: www.hdfc.com.mv) with CV, copy of ID card, copies of attested educational certificates and other supporting documents on or before April 13, 2017, 2.30 pm. Only shortlisted candidates will be contacted for interview.

Human Resource Department
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