

Advertisement No: MFMC/1/2022/23

PROJECT MANAGER Description of Services

Duration of Contract: Initial Fixed-Term Contract 01 Year
Remuneration: MVR 20,000 – 25,000 per month

Project Overview

The Maldives Fund Management Corporation (MFMC) is a 100% state-owned company, with a mandate of fulfilling national development goals through increased private sector investment and addressing limitations in the local financial system.

The European Union is providing EUR 2 million as grant aid for the project ‘EU Support for a Resilient Recovery of SME Tourism Industry in the Maldives’. The overall objective of the project is to enable the Maldives to create a more resilient and diversified economy by enabling tourism sector MSMEs to recover from the COVID-19 crisis that has resulted in significant need of financial assistance to kick start operations to coincide with economic recovery efforts.

The project will also provide towards technical assistance to target beneficiaries via training programs for best practices for operations and financial management, sustainable waste management, creating access to international markets and set-up of a specialized Online Travel Agency platform.

Scope of work

Project Manager have to oversee all the functions of the project and come up with necessary project development plans to ensure that the deadlines for the project are met and the work involved in the project is efficient.

Overall responsibility

Manage all the functions of the “EU Support for a Resilient Recovery of SME Tourism Industry in the Maldives” project and implement innovative process development techniques to streamline the functions of the project.

Specific responsibility:

1. Develop a project model with efficient processes to ensure that the project will be able to meet the set deadlines
2. Ensure that the training programs planned to be carried out under the technical assistance of the project runs smoothly.
3. Define and develop a workflow diagram as per industry standards and practices for smooth and seamless implementation of the OTA.
4. Prepare a project development framework
5. Coordinate with the IT specialist and project officers and aid in the development of the Online Travel Agency (OTA)
6. Liaise with OTA developers and offer expertise about the industry standards and processes.
7. Find ways to streamline the different functions of the project
8. Maintain regular updates of the project to be communicated with the European Union
9. Advising the project coordinators on ways to increase work efficiency
10. Create and implement a timeline for the remaining components of the project

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