



HIRE MALDIVES PRIVATE LIMITED
REG. NO.: C12292023

Job Vacancy

We are looking for a hard-working and enthusiastic person to join our company for the following post.

Assistant HR Officer (Local)
No. of vacancies: 1

Qualification and other Requirements

- Must have completed A'level
- Candidates with experience in related field are preferable

Main Responsibilities

- Procurement of office supplies
- Assist with ticketing
- Assist with visa-related work
- Receive candidates from airport
- Arranging medical for new employees
- Other tasks as assigned

Salary and Benefits

- Negotiable based on qualifications and experience
- Variable allowance based on level of effort
- Health Insurance
- Benefits and Entitlements standard as per Employment Law

Interested Candidates, please send in your CV, Educational Certificates and Experience Letters before **30th September 2026**

Head, Human Resources and administration
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