



See the world better

WE ARE HIRING!

Male'

FRONT DESK ASSOCIATE

2 VACANCIES

What are we looking for?

- ✓ Fluency in Dhivehi and English; empathetic communication with patients and families
- ✓ Proficient in billing operations and detailed care documentation
- ✓ Strong teamwork and adaptability in dynamic clinical settings
- ✓ High ethical standards with a commitment to patient privacy and care integrity

What You Bring

- Minimum of 3 A-Level passes including English, Dhivehi & Mathematics
- Minimum 1 year of experience in the customer service field

OR

- Minimum of 3 O-Level passes, including English, Dhivehi, and Mathematics
- Minimum 2 years of work experience in the customer service field
- Candidates aged 25+ are preferred
- Healthcare experience? Even better!

What we offer

- Competitive salary of MVR 9,500 to 13,500, based on qualifications and experience
- Attractive monthly incentive ranging from MVR 1,500 up to MVR 3,000, subject to KPI achievement
- Comprehensive health insurance coverage
- Overtime payment for extra hours worked, ensuring your effort is always rewarded
- 30 days paid Annual Leave
- Annual return ticket to your home island (for staff residing outside Malé')
- Continuous professional development with access to online learning opportunities
- Supportive, growth-focused work environment with clear career progression
- A rewarding Annual bonus that reflects your commitment and impact

Terms of Reference (TOR) attached for detailed role expectations

DUE DATE: 15 OCTOBER 2026

Ready to be Remarkable?

Apply today and be part of something meaningful.