

JOIN OUR TEAM

Position :	Scheduling Officer - Villa Marine Transport
Qualifications & Requirements:	<ul style="list-style-type: none"> - Completed GCE O level with minimum three passes including English and Mathematics. - Must be at least 18 years age. - Able to work odd hours on shift duty. - Must have 2 years experience in a similar role. - Computer literate and fluent in written and spoken English & Dhivehi.
Main Responsibilities	<ul style="list-style-type: none"> - Schedule Villa Marine Transport speed boats based on booking information. - Inform schedule timings and time changes to boat crew and coordinate such details with other operational departments and third-parties as necessary. - Track on day speed boat movements and weather alerts and arrange alternative transportation if necessary.
Personal Skills & Attributes	<ul style="list-style-type: none"> - Ideal candidate must have a strong personality, be able to multitask and have a friendly nature. - Candidate should be able to handle stressful situations.
Remuneration	Competitive remuneration & benefits package
Worksite	Male'

Submit the completed applications before **16th February 2020, 1400 hrs** and send it to the following address;

Human Resource Department
 Villa Air Pvt. Ltd.
 H.Green, 7th Floor
 Majeedhee Magu, Male', Rep of Maldives.
 Tel: 301 0383/301 0381

For more information please contact the telephone number stated above during official working hours.

Application Submission

- Completed Application Form (Available from www.flyme.mv/careers).
- Curriculum Vitae together with Educational Certificate.
- National Identity Card Copy along with Police Report.
- References from previous employers if available