

<b>Company name</b>	<b>Mesmerizing Maldives Private Limited</b>
<b>Company logo</b>	
<b>Vacancies</b>	<b>Site Manager – Maldives Nationals Only</b>
<b>Requirements</b>	<p><b><u>Key Responsibilities and Accountabilities</u></b></p> <ul style="list-style-type: none"> <li>• Staff Management</li> <li>• Maintains operations by initiating, coordinating, and enforcing program, operational, and personnel policies and procedures with the guidelines provided by the Human Resources Department</li> <li>• Accountable for the achievement of top line and bottom line targets</li> <li>• Training and development of the team (Cash handling, Inventory Management, Camera setting, EPX/IMIX, Salesmanship)</li> <li>• Maintains site staff quality by training, on the job evaluations, image quality, assessments and guest service evaluations</li> <li>• Ensures availability of merchandise and services by maintaining inventories</li> <li>• Knowledge in basic trouble shooting of the equipment in the site.</li> <li>• Generate reports to be used by various departments</li> <li>• Make recommendations on pricing by reviewing sales activities; determining additional needed sales promotion; studying trends</li> <li>• Maintains the stability and reputation of the site by complying with legal and partner requirements</li> <li>• Knows and understands how to read a P&amp;L and make the necessary operational adjustment to positively affect it.</li> <li>• Ensure accurate reports are accumulated and sent to DM and head office</li> <li>• Contributes to team effort by accomplishing related results needed</li> <li>• Build a good relationship with internal management and partners</li> <li>• Responsible for keeping accurate records to assist with payroll and OT on a daily basis for the team on site.</li> <li>• Performs other related duties as required</li> </ul>

<p><b>Qualification</b></p>	<p><b><u>Desirable Skills and Qualifications</u></b></p> <p>High School Graduate</p> <p>A self-motivated fast learner</p> <p>Flexible and adaptable</p> <p>Basic knowledge to excel</p> <p>Good understanding of numbers</p> <p>Experience in effectively managing small team of people</p> <p>Excellent verbal and written communication skills</p> <p>Previous experience in a customer facing roles (ideally retail, hospitality, or similar)</p> <p>An extrovert who does not mind striking up conversations with complete strangers</p> <p>The ability to impart knowledge and create and train others within the organization</p>
<p><b>Experience</b></p>	<p>1- 2 years in Hospitality Industry is an advantage, experienced in managing and leading a team. Photography background would be an advantage.</p>
<p><b>Contact Details</b></p>	<p><a href="mailto:careers.maldives@mm-pl.com">careers.maldives@mm-pl.com</a></p> <p>Address: 2<sup>nd</sup> Floor, H. Aage', 12 Boduthakurufaanu Magu, Henveiru, Male', Maldives</p> <p><a href="http://www.mm-pl.com">www.mm-pl.com</a></p>