



Ref: SHE/ADM/26/84-AD

BE A PART OF SHE!

Society for Health Education (SHE) is looking for 2 suitable candidates for the following post.

SRH OFFICER

Qualification: Degree / Advanced Diploma / Diploma in Primary Health Care or Nursing.

Requirements:

Valid practicing license

Should be a Maldivian.

Basic working knowledge of MS Office.

Strong time management and organizational skills.

Strong written and oral communication skills.

Exceptional interpersonal, organizational and communication skills.

Willing and able to multi-task.

Focused and target oriented.

Able to work as part of a team.

Able to work extended hours and travel on occasions when required.

Key Responsibilities and Accountabilities:

1. With the supervision of the Director, coordinate SRH related project activities and general health education activities in male' and islands.
2. Conduct health education awareness raising session.
3. Identify and prepare write – ups on SRH issues for the production of IEC materials.
4. Assist in filing and maintain applicable correspondence & records.
5. Perform clinical duties, on family planning and other SRH-related issues.
6. Undertake any relevant task assigned by Director

Working Hours: 3.5 hours per day
Working Days: Sunday to Thursday (except weekend and all public holidays)
Duration: 6 Month
Salary Range: MVR 5,000

Interested candidates are requested to submit their CV, attested copies of relevant educational certificates, copy of practicing license, ID card copy, Police Certificate, job reference letters and covering letter addressed as:

Iyasha Leena
Chief Executive Officer
Society for Health Education
M.Kulunuehi, 1st Floor, Buruzu Magu

You can either submit hardcopy to the reception or email to: hr@she.org.mv (please keep the subject heading name as "Application for SRH OFFICER" when emailing.)

DEADLINE FOR SUBMISSION IS 30TH SEPTEMBER 2026 BEFORE 14:00 HRS

***Only Shortlisted Candidates will be contacted**

For more information please contact:

☎ 3029771/ 7989037

✉ hr@she.org.mv

SHE is committed to the safety and protection of children, young people and vulnerable adults and this role may involve contact with these groups. Our recruitment and selection procedures reflect our Commitment to the safety and protection of children, young people and vulnerable adults in our programs. SHE is committed to equal opportunities, cultural diversity and encourages women, young people and people with disability to apply.