

Career Opportunities

QUALITY ASSISTANT

General Requirements

- Bachelor's degree in Healthcare/Quality Management, Hospital Administration, Nursing, Allied Health, or related field
- Minimum 2 years' experience in hospital quality or recognized domestic accreditation
- Certification in Healthcare Quality Management
- Good knowledge in MS Excel, PowerPoint, statistics, data collection, KPI calculation, and data validation
- Strong analytical and numerical skills for documentation and reporting
- Excellent attention to detail
- Knowledge of healthcare quality and patient safety

Job Specification

- Collect, verify, validate, and analyze quality and KPI data
- Prepare monthly/quarterly quality reports and dashboards
- Develop professional PowerPoint presentations for management and quality meetings
- Conduct quality audits and support tracer activities
- Monitor incident reports, RCA, CAPA, and corrective actions
- Support QI projects using PDCA/PDSA, RCA, FMEA, and other quality tools
- Maintain evidence and documentation for JCI/accreditation requirements
- Follow up with departments on quality gaps and improvement actions

Salary & Benefits

- Salary based on qualifications and experience
- 30 Days Paid Annual Leave
- Medical Insurance
- Meal while on duty

How to Apply

Interested candidates may log on to <https://careers.treetophospital.com/careers> to submit application (updated CV), **before 1600 on September 19, 2026.**

Application Subject Code: TTH – Quality Assistant

1. National Identity Card or Passport
2. Recent Passport Size Photograph
3. Updated CV
4. Relevant Educational Certificates (Attested from law firm's/ government offices).
5. Recent Police Report (For Maldivians Only)
6. Reference Letter / Experience Letter (from current and previous employer)

We thank all applicants for their interest, however, only those selected for further consideration will be contacted.