

VACANCY:

Embassy of India, Asmara (Eritrea) is inviting applicants for the following position:

Position: Chauffeur (1)

Qualification: Fluent in both Tigrinya and English (written and spoken); having a High School Certificate will be preferred; Full commercial/clean driving license for a minimum five years + Driver experience for a five years in Asmara area; Having knowledge of road, street, location of Ministries and other Govt. offices etc.

- Description of duties: As a chauffeur, ensure the proper maintenance of vehicles and their repair where needed in a proactive way. To this end bring vehicles to the garage for checking and maintenance. Ensure the vehicles are clean inside and outside. Undertake administrative steps to ensure compliance with registration, insurance and driving tax, road tax requirement etc. Strictly respect the confidentiality and integrity of the work of the Embassy in all its aspects.

- Pay Scale: As per Embassy salary scale plus overtime allowance
- Starting date: As per agreement
- Status: Contractual local employee in Embassy
- Duration: Until further notice Position

Written applications may please be sent/delivered to the address:
Embassy of India, Adi Rosso 12-14, Asmara.
