



Vacancy

HIGH COMMISSION OF INDIA

Date: 16th May 2024

The High Commission of India, Kingston, invites applications from suitable candidates for two full-time positions of Local Clerk.

The total salary for the position is in pay scale starting with US\$ 648.00 per month. An additional cost of living allowance of 15.93% is also admissible over the above pay.

Candidates meeting the following eligibility criteria are welcome to apply:

- 1. Educational Qualifications:** Associate Degree in any stream
- 2. Language Proficiency:** Excellent in English, both written & spoken
- 3. Residence Status:** Jamaican or other citizen with valid work permit
- 4. Computer Skills:** MS Office/Excel and general IT skills
- 5. Age:** Minimum 21 years

Last Date:

Interested candidates may please send their complete resume, copies of certificates by **30th May, 2024** to

Email: pic.kingston@mea.gov.in