

VACANCY: The Embassy of India, Tel Aviv is seeking individuals for 1 local post

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The Embassy of India, Tel Aviv is seeking individuals for 1 post of Chauffeur

The Embassy urgently requires one (1) employee for the post of Chauffeur. Interested candidates are requested to visit the Embassy website <http://indembassyisrael.gov.in/> ->E-Citizen/tender -> Notice/tenders link for detailed information or can call on tel No-037620700 [**1000-1700 hrs (Monday to Thursday) and 0930-1400(Friday)**]

Embassy of India
Tel Aviv
PROFORMA OF APPLICATION FORM
For the position of Chauffeur

Name :

Nationality :

Date of Birth:

Current Address:

Contact Number:

Language Proficiency:

Language	Level of Proficiency (Speaking/reading/writing)	Relevant certification (if any)
English		
Hebrew		
Mention others (if any)		

Academic Background:

S.No.	Institution name	Degree/courses	Year	Achievement(s)
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Work Experience:

S.No .	Organization name	Duration	Position	Remarks

Place:

(Signature of the applicant)

Date

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The Embassy of India, Tel Aviv is seeking individuals for the post of Chauffeur

Last date for applying: 22.06.2020

Position : Chauffeur

Post available: 1 (One)

Working Hours: 0830-1730 hrs (Monday to Thursday) and 0830-1430(Friday) (5 days a week).
Selected candidate should be willing to work beyond prescribed office hours and on weekends/holidays, as and when need arises for which he will be entitled for Overtime Allowance.

Salary: NIS 5925-144-8805-162-12045 plus 9% COLA of Basic pay and other benefits as per local law plus travelling Allowance of NIS 26.40 per working day.

Qualifications Required: Minimum Graduate from a recognized University

Experience: Minimum 2-3 years driving experience in Israel as well experience in upkeeping of cars, doing miscellaneous day to day office works.

Language: Clear understanding and ability of Basic English and Hebrew.

How to apply:

Interested applicants must submit the following:

Detailed CV/Resume with a Cover letter

Copy of Israeli driving license

Filled Pro-forma Application Form

Passport size photograph

Duplicate copy of Education Qualifications and Work Experience

References (if any)

N.B: This is purely a temporary appointment and applicant will be on probation for one year. After one year applicant may be made permanent based upon his/her performance. Applicant cannot make any claim on his/her part to be absorbed in the Embassy and/or to be treated as a permanent employee of the Embassy till completion of his/her probation.

Submit your application to:

The Head of Chancery

Embassy of India
140, Hayarkon St, Tel Aviv

Email: hoc.telaviv@mea.gov.in;

Tel. No.037620700 (For enquiries between 0930 hrs to 1700 hrs)

Please note: Only those candidates suitable for the position will be contacted.