Embassy of India
Guatemala City
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JOB VACANCY - CLERK

The Embassy of India in Guatemala City invites applications for the positions of clerk from the applicants.

Requirements:

- Bachelor degree with sound knowledge of computers, especially MS Office;
- Preference will be given to candidate with relevant work experience in handling commercial work.
- Willingness to perform outdoor work including beyond regular hours;
- fluency in English and Spanish language, basic interpretation skills

Initial Pay: USD 650 + annual increment and other benefits.

Age: between 22 - 35

Interested candidates may send applications and resumes to:

admn.guatemala@mea.gov.in
or
Fax No. : +502- 2219-6466

Latest by Friday, 18 February, 2022