



**Consulate General of India
Hambantota**

Recruitment Notice No. 03/2017 dated 20.04.2017

The Consulate General of India in Hambantota proposes to fill one (01) vacancy for the post of Receptionist-cum-Clerk. Applications are invited from interested candidates fulfilling the following criteria:

Essential Eligibility:

- Passed Advance Level Exam
- Good English Language Skills (writing & spoken)
- Knowledge of operating computer & PABX System
- Work experience (preferably in some international organization)
- Age Group: 18 – 35 Years

Desirable:

- Knowledge of Hindi

Note:

- The applicants who have applied for the same Post as per our Recruitment Notice No. 02/2017 dated 08.02.2017 need NOT apply again.

Besides his / her normal duties the selected candidate needs to perform other official duties assigned by the Consulate. Interested applicants may send their resume along with a photograph to the following address latest by 07th May 2017 or through E-mail.

**Head of Chancery
Consulate General of India, Hambantota
No. 107B, New Road Hambantota
E-mail: hoc.hambantota@mea.gov.in**