

## **JOB VACANCY IN CONSULATE-GENERAL OF JAPAN IN BENGALURU (CLERK)**

### **1. Job Description:**

Work Outline : Clerical work for our office(Seretary work and other office work)  
Work Place : Consulate-General of Japan in Bengaluru  
(1<sup>st</sup> Floor Prestige Nebula, No. 8-14, Cubbon Road, Bengaluru-560001)  
Work Hours: Monday to Friday (8:30am ~ 12:30pm & 1:30pm ~ 5:15pm)

### **2. No. of Vacancies : 1 (one)**

### **3. Qualifications Required :**

- **Work Experience:** Those who are eligible to work here in India (regardless of nationality).
- **Health:** Person should be physically fit & healthy
- **Language:** Fluent in writing and reading in Japanese and English.  
For non-Japanese nationals, JLPT N1 or N2 is required(Certificate should be attached)  
Kannada preferred.
- **NO crime records both inside and outside of India**

### **4. How to Apply / Application Procedure :**

Those who wish to apply for this position required to send the following by post **OR** email

- ① CV/Resume (Passport size photograph attached)
- ② A copy of valid official identification card
- ③ Other documents that may need

(Copies of language qualifications, relevant educational certificates or reference from former work place, if applicable)

• **Postal Address** : Consulate-General of Japan in Bengaluru, 1st Floor,  
Prestige Nebula, No. 8-14, Cubbon Road, Bengaluru-560001.

• **Email Address**: cgjapan-blr@ig.mofa.go.jp

### **5. Last Date of Application : August 31st, 2022 by 5:00pm**

**NOTE:** ✕Interviews will be conducted for those who have pass the document screening.