

## **RECRUITMENT OF AN ASSISTANT IN CONSULATE-GENERAL OF JAPAN IN BENGALURU**

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

Work Outline : Assisting the office work (Research of Japanese Companies) (Temporary project)

Work Place : Consulate-General of Japan in Bengaluru

(1<sup>st</sup> Floor Prestige Nebula, No. 8-14, Cubbon Road, Bengaluru-560001)

Work Hours: From November 28<sup>th</sup> to December 2<sup>nd</sup> and December 5<sup>th</sup> to December 9<sup>th</sup>, 2022.

(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 (Indian is preferable).
- **Health:** Person should be physically fit & healthy
- **Language:** Fluent in writing, reading, listening and speaking in English.
- **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

• **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 : November 21st, 2022 by 12:00pm**

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