

## VACANCY ANNOUNCEMENT FOR THE POST OF CHAUFFEUR IN THE EMBASSY OF INDIA, THIMPHU

The Embassy of India, Thimphu invites applications from eligible candidates interested in filling up the regular post of “**Local Chauffeur**” in the Embassy.

<b>Age:</b>	25 to 35 years as on 30.06.2022
<b>Language:</b>	Proficiency in English, Hindi, Dzongkha
<b>Educational Qualification:</b>	Minimum Class 12 graduate or equivalent
<b>Work Experience:</b>	Minimum 5 years’ experience driving for international organisations / embassies / corporate houses / government
<b>Driving License:</b>	Valid driving license for ‘Light Vehicle’; preference will be given to candidates possessing valid driving license for ‘Heavy Vehicle’
<b>Approximate Salary:</b>	Nu 21,000/-
<b>Documents to Submit:</b>	Duly-filled in application form ( <i>proforma enclosed</i> ), recent passport-size photograph, copy of CID <b>OR</b> valid passport/voter ID and valid work permit, age proof, proof of residence in Thimphu, copy of driving license, copy of educational qualification
<b>Last Date for Acceptance of Application:</b>	04.03.2022

Applications should be sent either by post **OR** email to the following address:

Head of Chancery  
Embassy of India, Thimphu  
Tel: +975-2-322251  
email: hoc.thimphu@mea.gov.in

Shortlisted eligible candidates will be called for an **interview / test** at the Indian Embassy at a later date.

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**Thimphu**  
**10 February 2022**

Embassy of India  
Thimphu

**PROFORMA OF APPLICATION FORM**  
For the position of Local Chauffeur

Paste recent  
passport-size  
photograph

1. Name: \_\_\_\_\_

2. Gender: \_\_\_\_\_

3. Nationality: \_\_\_\_\_

***[In case of Bhutanese nationals, kindly attach copy of CID***

***In case of non-Bhutanese nationals, kindly attach copy of valid passport/voter ID and valid work permit]***

4. Date of Birth: \_\_\_\_\_

***[Kindly attach proof of Date of Birth]***

5. Current Address in Thimphu: \_\_\_\_\_

***[Kindly attach proof of residence]***

6. Contact Numbers: \_\_\_\_\_

7. Driving license no. and category of vehicle: \_\_\_\_\_

***[Kindly attach copy of valid driving license (front and back sides)]***

8. Language Proficiency:

Language	Level of Proficiency		
	Speaking (No / Good / Very Fluent)	Reading (No / Good / Very Fluent)	Writing (No / Good / Very Fluent)
English			
Hindi			
Dzongkha			
Mention others (if any)			

9. Educational Qualification: \_\_\_\_\_  
**[Kindly attach proof of graduation]**

10. Previous Work Experience:

S.No.	Organization Name	Duration	Position	Remarks

Place:

(Signature of the applicant)

Date: