

**CALLING FOR APPLICATIONS**

**DRIVER**

At the

**EMBASSY OF JAPAN**

Applications are invited from qualified Sri Lankan Nationals for the post of **Driver** at the Embassy of Japan.

**Required Qualifications & Experience:**

- G.C.E Advanced Level qualification
- Minimum 3 years working experience as a Driver
- Valid heavy vehicle driving license
- Residing close to Colombo limits.(10 to 15 km from the Embassy)
- Excellent communication skills in English
- Japanese language skill will be an advantage
- Ability to work on weekends and holidays (working on holidays will be calculated as overtime )

**Terms and Salary:**

The post on offer is for full time, with working hours from 0830hrs to 1700hrs, Monday to Friday. The salary scale of the successful candidate will be decided based on his/her expertise, experience and qualifications.

**Applications:**

Interested candidates are requested to submit: (a) A Bio Data with two non –related referees, (b) one photograph taken within the last 6 months,(c)copies of education certificates /working certificate, (d) copy of valid driving license, to the Administration section of the Embassy of Japan in Sri Lanka (20, Srimath R.G.Senanayake Mawatha, Colombo 07) The acceptance of applications will close on 23<sup>rd</sup> November 2020.(Any documents submitted at the time of application will not be returned to the candidates and will be managed by the Embassy appropriately.) If the candidates have passed the first screening, the Embassy will contact the candidates for the second screening.