



Vacancy

HIGH COMMISSION OF INDIA

The High Commission of India, Kingston, invites applications from suitable candidates for one full-time position of Commercial/Marketing assistant.

The total salary for the position is in pay scale starting with US\$ 842.00 per month. An additional cost of living allowance of 15.93% is also admissible over the above pay.

Candidates meeting the following eligibility criteria are welcome to apply:

- 1.Educational Qualifications:** Degree in any stream preferably Science/Commerce/Accounts/Marketing/Data Analysis
- 2.Language Proficiency:** Excellent in English, both written & spoken
- 3.Residence Status:** Jamaican or other citizen with valid work permit
- 4.Computer Skills:** MS Office/Excel and general IT skills
- 5. Age:** Minimum 21 years

Last Date:

Interested candidates may please send their complete resume, copies of certificates by **17th March, 2024** to

Email: admn.kingston@mea.gov.in