

**Embassy of India  
Vientiane**

**Vacancy Announcement**

The Embassy of India, Vientiane invites applications for 1 post of:

**CHAUFFEUR/DRIVER**

**Job Requirements:** The Chauffeur/Driver must be having proven experience as a Driver with valid Driving License and clean driving record, knowledge of local area roads and neighbourhood, ability to remain calm in stressful driving situation, maintaining the vehicle safe and clean, fluent in Lao and must possess some knowledge of basic English.

**Education qualification:** High school diploma/Higher Secondary or equivalent

**Desirable Experience:** Ten years in a comparable position.

**Age:** Not exceeding 45 years as on 01.04.2025

**Initial Salary:** USD 410/-

**Pay Scale:** USD 410-12-590-18-770-23-1000

**Local Work Permit and Resident Visa:** Only candidates having local work-permit/resident visa etc., in compliance with local rules and regulations to work in foreign diplomatic missions will be eligible for consideration.

**How to apply:** Please send your curriculum vitae (CV) (including name, contact number and e-mail) in English language along with the required documents (Lao ID card/Passport, valid Driving License, proof of educational qualification, proof of experience as Chauffeur and other relevant documents etc.) to the attention of the Head of Chancery, Embassy of India on the following address:

The Head of Chancery  
Embassy of India  
No. 704, Unit 29, Ban Saphanthong Neua  
Sisattanak District, PO Box No. 225  
Vientiane (by post)

or by e-mail to [admn.vientianne@mea.gov.in](mailto:admn.vientianne@mea.gov.in). Only shortlisted candidates will be called for interview.

**Contract:** The successful applicant will be employed and will be on probation for initial period of 3 months during which period the services may be terminated without notice. After completion of probation period of 3 months, the services may be terminated on one month's notice.

**Last date of receipt of application: 30 April, 2025.**

**-Sd-**  
**(Rohit Babbar)**  
Head of Chancery  
08.04.2025