

**Embassy of India
Vientiane**

Vacancy Announcement

The Embassy of India, Vientiane invites applications for filling up 1 post of **Interpreter** on permanent basis

Job Requirements: The Interpreter should have good communication skill in English and Lao languages to interact with Government/Private Enterprises and individuals. He/She should have certificate/experience of translation/interpretation from English-Lao and Lao-English. He/She should preferably have the ability to handle simultaneous translation. He/She Should have computer skills.

Education qualification: Bachelor degree from a recognised university

Desirable Experience: A degree/course in English

Age: Not exceeding 40 years as on 01.06.2025

Initial Salary: USD 590/-

Pay Scale: USD 590-18-860-26-1120-34-1460

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, photo, contact number and e-mail) in English language along with the required documents (Lao ID card/Passport, proof of educational qualification, proof of experience and any other relevant documents) 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.

Only short-listed candidates would be called for interview.

Contract: The successful applicant will be employed on a permanent basis. He/She will be on probation for initial period of 3 months during which period the services may be terminated without notice.

Last date of receipt of application: 30 May, 2025.

-Sd-
(Rohit Babbar)
Head of Chancery
13.05.2025