

**CONSULATE GENERAL OF INDIA
DURBAN**

JOB VACANCY

Applications are invited from candidates residing permanently in South Africa for the post of **Librarian/Cultural Programme Coordinator** at Swami Vivekananda Cultural Centre, Consulate General of India, Durban.

Eligibility Criteria:

- i) Bachelor's degree in any discipline from a recognized university.
- ii) Good written and oral communication skills in English. (Desirable Oral Communication in Hindi)
- iii) Proficiency in the use of MS Word, Excel, PowerPoint and other basic software applications.
- iv) Desirable past working experience.
- v) Desirable experience or knowledge of organizing Cultural / Social events.
- vi) Desirable knowledge of handling Social Media.

Applicants may submit their CVs/Bio-data (only in English) along with a photograph to: vc.durban@mea.gov.in with the subject – “Application for the post of **“Librarian/Cultural Programme Coordinator”**”. The last date of the application is 21.06.2024.

All the applicants must have appropriate permission to live and work in South Africa within the age of 22 to 45 years as on 21.06.2024. The successful applicant will be employed for an initial period of 6 months' probation and on the successful completion of six months, applicant will be employed in Consulate General of India, Durban.

The Pay scale band is Rand 24000-720-34800-1044-45240-1357-58810 (Basic Pay of Rand 24000 per month) plus other allowances, as admissible and approved from time to time.

If any information furnished by a candidate is found false or incorrect at any stage or not satisfying the eligibility conditions, his/her appointment is liable to be canceled/terminated.