

Bangladesh High Commission
Singapore
Website:www.singapore.mofa.gov.bd

Job Vacancy Notice

SL no.	Name of post	Number of Vacancy
01	Welfare Assistant	02
02	Receptionist	01

- **Educational qualification:** Graduate/equivalent
- Bangla and English Typing (Microsoft word)
- Emailing and other IT related communication skill
- Must have sound health, work permit issued by MOM or residence in Singapore
- English Communication Skills
- Experienced candidate will get preference
- Educational qualification may be relaxed for the exceptionally qualified candidate.
- Age limit: 18-40 years

- **Job description:** Whatever the authority instructs.

Salary: As per Government Scale.

Last date of Application: 06 August 2024

Interested candidates are requested to send CV with relevant documents to mission.singapore@mofa.gov.bd or drop in person at 19, Keppel Road, Jit Poh Building, Level-10, Singapore-089058 on weekdays (09am -05pm)

Competent candidates will be called for Viva voce at a convenient time.


26.07.2024
Head of Chancery

