

# Vacancy for the post of Interpreter-cum-Receptionist

The High Commission of India, Maputo, Mozambique is inviting applications from residents of Mozambique for the post of **Interpreter-cum-Receptionist**.

**Education Qualifications for the posts** : Minimum Bachelor's Degree.

**Skills:**

**Language:** Reading, writing and speaking in English and Portuguese is compulsory.

**Computer:** Proficiency in use of computers, MS Office, multimedia presentation etc

**Pay scale:** US\$800-25-1225-37-1595-48-2075 ( Approximate US\$850/- per month)

**Other contribution/payments:** Only INSS contribution as per the Government of Mozambique's laws. No other payment will be made.

**Terms & Condition:** The selected candidate will be appointed initially for three months as probationer after signing of model labor contract prescribed by the Government of India. Upon compilation of

**Last date of submission of Application:** The application in English with a clear indication on the envelope "application for **Interpreter-cum-Receptionist**" need to be submitted at the following address by 31<sup>st</sup> August 2023 before 17:30 along with along with proof of education qualification, one passport size photograph, Bio Profile, a copy of recent Police Clearance certificate, copy of ID card.

**Procedure of appointment:** Shortlisted applicants will be called for a written test, and interview in the Chancery building of the High Commission of India, Maputo .

**Head of Chancery**  
**High Commission of India, Maputo**  
**167 Av. Kenneth Kaunda,**  
**Maputo**

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