

High Commission of India Singapore

Applications are invited for the following posts in the High Commission of India, Singapore. The essential/eligibility requirements for the posts are as under:

Marketing Assistant:

- Degree or Diploma in Commerce/Economics with Statistics OR Management
- Good communication skills in English; and
- Knowledge of working on computers; and
- Experience of working in export promotion houses/export related organization/trade bodies is desirable.

Assistant:

- Graduate degree in any discipline.
- Good noting and drafting skills in English.
- Knowledge of working on computers.

Clerk:

- Graduate degree in any discipline.
- Good communication skills in English.
- Knowledge of working on computers

Basic Pay Range : S\$1875 to S\$2750/- per month

Selected candidate(s) will be offered a suitable position based on their qualification and work experience.

Interested applicants can send their CV latest by **22 May 2022**, by email to –

hoc.singapore@mea.gov.in

or by post to –

**Head of Chancery,
High Commission of India,
31 Grange Road, Singapore - 239702**