

**Consulate General of India
Hong Kong**

VACANCY NOTICE

Job Title: Chauffeur (No. of Vacancies- 01)

Address: 16/F , United Centre, 95 Queensway, Admiralty, Hong Kong.

Responsibility/ Nature of Work: Driving of Staff car of the Consulate (It may be noted that the duty can be assigned at odd hours like early mornings and late evenings as well as on the weekends on a short notice. Overtime allowance is also admissible for this.)

Desired Qualification/Eligibility:

1. Basic understanding of English & Cantonese language.
2. Preferably under 40 years old.
3. Hong Kong Permanent ID or valid visa/permission to work in Hong Kong
4. A valid Hong Kong Driving License

Pay & Allowances:

- **Net in hand starting Monthly salary= HKD 13202.60 / month**
(which includes Monthly 9 % cost of living allowance (COLA)= HKD 1147.50 & Mandatory Provident Fund (MPF) Deduction @ 5%= HKD 694.875)
- **Additional Allowance:** Over Time Allowance (**OTA**) @ 100.22 HKD per hour on weekdays & 120.27 HKD per hour on holidays. (Maximum for 120 hours in a month).
- Annual increments (3% of the starting basic salary)
- Yearly Bonus (equal to one month basic salary + COLA),

Leaves admissible: 21 Annual Leaves and 30 Sick Leaves per year after completion of one year of service

Office timings are 09.00 a.m. to 05.30 p.m. from Monday to Friday (Lunch break 01.00 p.m. - 01.30 p.m.).Interested applicants may send their biodata/CV and a copy of valid Hong Kong ID/Resident visa & valid Hong Kong Driving License by 02.09.2024 by e-mail to Head of Chancery at hoc.hongkong@mea.gov.in, by post or by hand at Unit A, 16/F, United Centre, 95 Queensway, Admiralty, Hong Kong. For any clarification, applicants may call on telephone No. 39709926.

Sd/-
(Satwant Khanalia)
Consul General
19.08.2024