



Announcement of the Royal Thai Embassy, Brussels
Subject: Job opening for a position of Embassy driver (full-time)

The Royal Thai Embassy in Brussels wishes to recruit a staff for the position of “driver” with the following details:

1. Roles and responsibilities

Main responsibilities

- 1.1 Conduct professional, safe and responsible driving according to the Embassy’s work schedule and assignment and local laws and regulations on road and traffic safety. This includes, but not exclusive to, driving for diplomats, staff and delegations, picking up and sending diplomatic pouch, as well as delivering and picking up couriers and materials at designated places.
- 1.2 Maintain the Embassy vehicles in functional and clean conditions, both interiors and exteriors. This includes, but not exclusive to, performing regular minor maintenance tasks on the Embassy vehicles as required and taking them for periodic maintenance check-ups at the garage when a certain period and/or mileage has been reached.
- 1.3 Maintain accurate, up-to-date records on trip sheets, transportation forms, vehicle maintenance, fuel purchases, incident reports, accident reports, vehicle condition reports and other records that are requested from the Embassy staff.

Other responsibilities

- Assist in the organization of Embassy’s activities as required
- Assist in other tasks as assigned by the Head or the Deputy Head of Mission, Head of Chancery and diplomats

2. Qualification required

- 2.1 A legal residence permit allowing to reside and work legally in Belgium on a full-time basis
- 2.2 No criminal record
- 2.3 No health conditions preventing from working safely and regularly
- 2.4 A valid driving license to drive in Belgium for 4-wheel vehicles

- 2.5 Driving experience of at least 5 years or 2 years of professional driver job experience without serious violations of local laws and regulations on road and traffic safety.
- 2.6 Ability and willingness to perform overtime occasionally as assigned
- 2.7 Graduation from a high-school or equivalent or higher degree
- 2.8 Ability to communicate in English, able to use email and WhatsApp for communication, and are fluent in French or Dutch

3. Other conditions

There is a 3-month probation period (initial contract length), after which the contract may be extended for the period deemed appropriate.

4. Salary and benefits

The employee will receive a monthly salary, together with any benefit entitled under applicable Belgian labour laws.

5. Application, deadline and interview

5.1 Application

- 5.1.1 CV with recent photo (taken within the last 6 month)
- 5.1.2 **Police clearance certificate (*extrait de casier judiciaire central*)**
- 5.1.3 Application letter
- 5.1.4 Copy of national ID card issued by Belgium
- 5.1.5 Copy of relevant diploma, certificate and/or transcript
- 5.1.6 Two recommendation letter (s) from former employer (s)

Applications must be submitted electronically via press.brs@mfa.go.th and vanassuda.s@mfa.go.th Application emails should include the subject “Driver Applicant [insert name of applicant] 2025”. **All the above required documents must be submitted in English.** Any attachments in the application email should be in the PDF or Word formats. Only completed applications will be considered.

5.2 Deadline

The application is open until 31 August 2025.

5.3 Interview

Applicants who have passed the preliminary selection process will be contacted directly to schedule an interview.

Announced on 14 August 2025

