

Royal Thai Embassy, Ankara

Announcement No 6 /2567

Position Opening : Driver (1 position)

The Royal Thai Embassy in Ankara is seeking applications from qualified individuals for the following position

1. Position / Salary

1.1 Position: Driver

1.2 Starting Salary: 936 USD (Gross Salary) per month with an increase every year depending on performance, and overtime payment where applicable

1.3 Hiring start date: 1 November 2024

1.4 Working hours: Monday to Friday from 09.00 17.00 hrs. and on-call duties outside office hours, including weekends where applicable

2. Job Description

2.1 Driving the Embassy's vehicles in a safe and responsible manner, during office hours and on-call duties outside office hours, including weekends where applicable, and be able to drive to any destinations in the Republic of Türkiye

2.2 Keeping the Embassy's vehicles clean, well-maintained and in good and safe operating condition

2.3 Performing other tasks as may be assigned

3. Qualification

3.1 Holding Turkish citizenship or Turkish residence or having qualifications to satisfy the requirements for obtaining Turkish work visa

3.2 Having a valid Turkish driving license (for car and van)

3.3 Having excellent proven experience as a driver in Türkiye

3.4 Having good knowledge of area roads in Ankara and other areas where it is assigned

3.5 Having general knowledge of vehicle maintenance and minor repairs

3.6 Having good verbal communication skills in English

3.7 Being in a healthy condition to be able to drive safely

3.8 Having good human relations skills, being punctual, flexible, reliable, service-minded, polite, and positive attitude

4. Application process

Interested individuals may submit applications from 23 September – 11 October 2024 through email: consular.ank@mfa.go.th (Subject: Recruitment – Driver), by post, or in person at the Royal Thai Embassy in Ankara located at Gaziomanpaşa Mahallesi, Koza Sk, No: 87, 06700, Çankaya/Ankara (Monday to Friday 09.30 – 16.30 hrs.)

5. Required documents

- 5.1 Employment application form (as attached)
- 5.2 Resume or Curriculum Vitae
- 5.3 Copies of employment verification letters / work training certificates (if available)
- 5.4 A copy of diploma
- 5.5 Other documents deemed useful for job application

6. Selection process

Interview and driving test

7. Application and selection period

- 23 September – 11 October 2024
- 16 October 2024
- 21 – 22 October 2024
- 25 October 2024

Application submission
Announcement regarding qualified applicants
Interview
Announcement regarding successful and
reserve candidates

Made on 16 September 2024

Royal Thai Embassy, Ankara

