



Embassy of India, Asuncion

VACANCY NOTICE

Applications are invited for the following Post:

S. No.	Job Titles	Salary in US\$	Responsibilities	Qualification
1	Interpreter cum Translator	1800-54-2610-78-3390-102-4410	<ul style="list-style-type: none">• Translation of official documents from Spanish to English and vice versa• Monitoring Spanish news on Television, Radio, Newspapers Parliament debates, press releases etc. and preparing reports of the same in English• Whisper interpretation in meetings in both language• Translation of news articles• Liaising with various offices of the local Government offices maintaining timely correspondence with them• Any other tasks assigned by the Embassy	<ul style="list-style-type: none">• Graduate from a recognized University.• Bilingual in Spanish and English.• Preferably a degree in Interpretation/ translation in English.• General management of video editing and design tools, MS Office, social networks and the internet.• with 2 years prior working experience in relevant field preferable.• Age (preferably 20-35 years of age).

Terms-

- Full-time employment with Social Security benefits and relevant deductions
- Office timings are 09.00 a.m. to 05.30 p.m. (with half-hour lunch break) from Monday to Friday. The applicants may also be asked to work after office hours or on weekends/holidays to assist in exigencies or for Embassy events.
- Should be a Paraguayan citizen or Paraguayan ID card valid for employment and/or a work
- In the event of any information furnished by a candidate being found false or incorrect at any stage or not satisfying the eligibility conditions as mentioned in this advertisement, her/his candidature/ appointment is liable to be cancelled/ terminated.
- Mere submission of application by the applicant shall not give them the right to be called for the selection process. The Embassy of India reserves the right to modify the advertisement or part of it, at any stage, if considered necessary.

Interested applicants may send their Curriculum Vitae (in English only) along with a copy of a valid Paraguayan ID or Resident visa and passport to hoc.asuncion@mea.gov.in with a copy at admn.asuncion@mea.gov.in latest by 1700 hrs. on 04.05.2023. For post, the address would be Embassy of India, Av. Gral. Bernardino Caballero 249, Asuncion. For any clarification, the applicant may call on telephone No. 021 2378400 or write to hoc.asuncion@mea.gov.in .



Anil Jhajharia

(Anil Kumar Jhajharia)
Second Secretary (Head of Chancery)
24.04.2023