



## **U.S. EMBASSY VACANCY GUARD RECEPTIONIST POSITION**

The U.S. Embassy is looking for a Guard Receptionist to provide access control and security screening of all visitors to the Embassy and other facilities, requiring limited night duties on a rotational shift basis. Completion of secondary school (S.C.) is required. Applicants must have at least three years of security-related experience. Applicants must be willing to learn and use unarmed submission techniques, and must have the ability to cope with pressure in dealing with the public. Applicants must be fluent in English and be able to converse in French and Creole. Applicants must be computer literate in the use of emails and Microsoft Office Suite. Interested candidates must send their applications with copies of credentials to the Human Resources Office, 4<sup>th</sup> floor, Rogers House, Port Louis to arrive no later than close of business 25 Nov 2013.

