

## VACANCY ANNOUNCEMENT

(Announcement Number: 11-34)

The American Embassy in Kathmandu is seeking an individual for the position of Laborer.

OPEN TO: All Interested Candidates

POSITION: Laborer, FSN-2; FP-CC

OPENING DATE: September 6, 2011

CLOSING DATE: September 20, 2011

WORK HOURS: Full-time; 40 hours/week

NOTE: ALL ORDINARILY RESIDENT APPLICANTS MUST HAVE THE REQUIRED WORK AND/OR RESIDENCY PERMITS TO BE ELIGIBLE FOR CONSIDERATION.

### BASIC FUNCTION OF THE POSITION

The incumbent moves furniture, appliances and equipment between various locations; assists the receiving clerk in receiving and inspection of supplies, and supports the operation of the fuel pumps for both receiving and sale. The incumbent performs other manual labor jobs as assigned.

### QUALIFICATIONS REQUIRED

NOTE: All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item.

1. Completion of Primary School (Class 5) is required.
2. At least six months of experience in any job providing manual labor service such as mover, laborer or cleaner is required.
3. Level I (Rudimentary knowledge) speaking/reading/writing English is required.  
Level III (Good working knowledge) speaking/reading/writing Nepali is required.
4. Basic knowledge of safety practices associated with moving and lifting of moderate to heavy weights is required.
5. The ability to perform arduous manual work is required.

## **TO APPLY**

Interested applicants must submit Application for Employment as a Locally Employed Staff (DS-174) or a current resume or CV that provides all information as found in the DS-174, and copies of other documentation (e.g., certificates, awards, copies of education certificates) that address the qualification requirements of the position. The DS-174 can be downloaded from the US Embassy website: [http://nepal.usembassy.gov/about\\_the\\_embassy/job-opportunities.html](http://nepal.usembassy.gov/about_the_embassy/job-opportunities.html)

**SUBMIT APPLICATION TO (Please clearly mark your envelope as “Application for Laborer”)**

Human Resources Office  
G.P.O. Box 295  
Kathmandu, Nepal

Or via email: [recruitktm@state.gov](mailto:recruitktm@state.gov)

**WE ARE AN EQUAL OPPORTUNITY EMPLOYER**

Also visit us at: [http://nepal.usembassy.gov/about\\_the\\_embassy/job-opportunities.html](http://nepal.usembassy.gov/about_the_embassy/job-opportunities.html)