



# AMERICAN EMBASSY



## CHAUFFEUR

The U.S. Mission in Colombo is seeking candidates for the position of Chauffeur.

Embassy Chauffeurs are responsible for operating all types of Embassy vehicles transporting Embassy personnel and goods, as well as assisting passengers with baggage and other goods. Do you have a thorough knowledge of Sri Lankan traffic regulations? Are you familiar with Colombo street plans, location of public buildings, and major highways and are you able to discuss these details with your good working knowledge of English? (English will be tested) Are you available for shift work, all hours and/or days of the week? If so, then send us your detailed CV along with a cover page containing the following questions and your responses:

1. Position Title, 2. First, Middle, & Last Names as well as any other names used, 3. Current Address and Cell phone numbers, 4. E-mail address, 5. National Identity Card Number, 6. List any relatives or members of your household that work for the U.S. Government (Name, Relationship, Position, and Location), 7. Are you between ages 18-60? (Y/N), 8. Have you completed G.C.E (O/L)? (Y/N, if 'Y', Results and Year of Examination), 9. Do you have three years prior work experience as a professional driver? (Y/N-If 'Y', state employer, position title, years/months of employment in each position & summary of duties), 10. Do you have a valid class "D" (formerly class "A") Heavy vehicles license? (Y/N, if 'Y', submit a copy of the license) 11. Your current monthly take-home salary.

**Applications without the cover page will not be considered for this position.**

**If your answer is 'No' to questions 7, 8, 9, or 10, your application will not be considered.**

**Your monthly take-home salary package will be Rs. 38,605/-**

Your application should reach us **on or before November 5, 2015** by post at P.O. Box 106, Colombo, or by e-mail at [Colombohr@state.gov](mailto:Colombohr@state.gov). Please state "Chauffeur" on the top left-hand corner of the envelope or in the subject line of your e-mail. Please note, only shortlisted candidates will be contacted.

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