Embassy of India
Khartoum
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The Embassy of India in Khartoum is looking for suitable candidates for the following positions:

1. Marketing Executive – (01 Vacancy)

Qualification Requirements: Applicant must be a graduate in Economics/Commerce stream with minimum one year experience of working in industry, business or other related organisations; should be proficient in computer applications and be fluent in Arabic and English.

Duties: Collecting credible commercial information and to carry out market research work, analyzing/interpreting economic/business data and regulatory changes, liaison with Sudanese and Indian Foreign Trade Organizations, Commercial & Economic Establishments, maintaining database of companies, managing marketing initiatives to facilitate and enhance trade and commerce between India & Sudan and other related duties as directed.

2. Clerks (03 Vacancies)

Qualification Requirements: Graduate (deserving applicant having experience of similar work may be given relaxation). Should be proficient in computer applications and be fluent in Arabic and English.

Duties: Consular, Cultural, Commercial and Administrative works which include multifarious types of paperwork, filing, translations and interpretation from English to Arabic and vice-versa, correspondence with various agencies, and other related duties as directed.

Eligible candidates may submit their application to the Head of Chancery, Embassy of India, Alamarat Street 1, Plot No. 2, Block 12 DH, Khartoum, Sudan [Email: hoc@eoikhartoum.in] within **seven days** from the date of publication. Application should be accompanied by the attested copies of all relevant documents.

Note-1 : Applicants should be a legal resident of Sudan with valid documents, including work authorisation from Government of the Republic of the Sudan and should have a good mental & physical health.

Note-2: While submitting the application, the applicant should clearly mention the Post for which he/she is applying.