

VACANCY ANNOUNCEMENT

The Embassy of Greece in Tehran is to recruit two "field workers" for its Consular Department. It will be a temporary assignment, ending with no other prior notice on December 31st, 2018. Those to be employed will agree that, upon termination of their contract, they are not entitled to any compensation whatsoever or pension by the Greek or Iranian state. They may be recruited again, but no earlier than April 1st, 2019.

1. We are looking for people between 21 and 60 years old, with a college degree, fluent in Farsi and English, and with very good knowledge of computer systems (MS Word, MS Excel, Internet etc.). Students in Universities or Colleges, with the above-mentioned qualifications, are also eligible.
2. Knowledge of the Greek language will be a significant asset.
3. The job description provides for people who:
 - will assist the visa officers in issuing visas through the Schengen Visa Information System.
 - will be skilled communicators of the Embassy's policies regarding visas and how Iranian citizens shall apply.
 - will work beyond working hours in cases of emergencies and exceptional working load, with due diligence, following the instructions of the Head of Mission and safeguarding all classified procedures in the operation of the Embassy's Consular Department.
4. A fixed monthly salary of 680 Euros is provided, but minor deductions (taxes and "social cohesion contributions") will apply, bringing the net amount to around 660 Euros. Social security coverage will be additionally paid by the Greek Embassy (30% of the above-mentioned, nominal monthly salary).
5. CVs of candidates are to be submitted electronically to the Greek Embassy gremb.teh@mfa.gr (please mention "Fieldworker" by **May 2nd, 2018**). For those selected, a face to face interview at the Embassy will be required.