

Vacancy Notice

Driver

The Embassy of Greece invites applications for the position of driver, on a private contract basis of a two-year period. Individuals interested in presenting a candidature for the above mentioned position should be permanent residents of Pakistan and meet the following requirements:

- Good knowledge of Urdu and English
- Professional driving experience of at least five years.
- Previous Embassy employment and knowledge of the Greek language will be considered as additional qualification.

Candidates are invited to submit their application to the Embassy of Greece not later than December 15th 2025 at the email: grembsec.isl@mfa.gr

Kindly attach to your application form:

- Copy of Passport
- Copy of Identification Card
- Copy of Valid Driving Licence
- Curriculum Vitae
- Recommendations (if any) with contact details.

Shortlisted applicants will be invited to a personal interview at the Embassy premises.

Vacancy Note
Private Secretary

The Embassy of Greece in Islamabad invites applications for the position of a Private Secretary, on a private contract basis of a two-year period. Individuals interested in presenting a candidature for the above mentioned position should be permanent residents of Pakistan and meet the following requirements:

- Proficiency in Urdu and English language (both oral and written).
- Excellent computer skills (MS Office, Internet, social media)
- Possession of a Bachelor or other higher education degree and experience in a similar position.
- Excellent organizational skills and efficient multi-tasking abilities
- Previous Embassy employment and knowledge of the Greek language will be considered as additional qualification.

Candidates are invited to submit their application to the Embassy of Greece not later than December 15th 2025 at the email: grembsec.isl@mfa.gr

Kindly attach to your application form:

- Copy of Passport
- Copy of Identification Card
- Curriculum Vitae
- Recommendations (if any) with contact details.

Shortlisted applicants will be invited to a personal interview at the Embassy premises.