

**Embassy of India**  
**Bahrain**

Embassy of India, Manama, Bahrain, invites applications from interested candidates fulfilling the following common and post specific-eligibility criteria, for the temporary posts of Clerk:-

2. Eligibility Criteria

a) Bahrain Nationals or Expatriates with Valid Residence permit of Bahrain [Selection of expatriate candidates would be subject to production of NOC from existing sponsor for transfer of visa to Embassy's Sponsorship.]

b) Education qualification: Graduation [Selection would be subject to submission of Attested (Appostile) Original Certificate]

c) Age limit: Between 21-35 years as on 18.04.2024.

d) Proficiency in English.

e) Preference will be given to candidates having working knowledge of Arabic.

f) Proficiency in Computers (Typing test would be conducted).

g) Medical Fitness: Selection would be subject to medical fitness certificate from specified Hospitals/Clinics.

3. Interested candidates may send their application to [hoc.bahrain@mea.gov.in](mailto:hoc.bahrain@mea.gov.in) and [adm.bahrain@mea.gov.in](mailto:adm.bahrain@mea.gov.in) latest by Thursday, 18<sup>th</sup> April, 2024 along with the following:

i) bio-data (with contact details including mobile number and email address);

ii) a passport-size photograph;

iii) passport copy (personal details pages only);

iv) copies of educational certificate(s); and

v) work experience testimonials, if any;

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**02<sup>nd</sup> April, 2024**