

**Consulate General of India  
Jeddah  
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**Vacancy for the post of Messenger (02) and Chauffeur (01)**

Earlier vacancy of messengers and chauffeur published on 25/08/2024 has been cancelled and fresh application are invited from Resident Indian Nationals/Saudi Nationals in Saudi Arabia, having valid Iqama/National ID for following posts in the Consulate General of India, Jeddah, KSA :-

Name of the Post	Number of Posts	Initial pay with medical insurance
Chauffeur	One (01)	SR 3200/-
Messenger	Two (02)	SR 2400/-

The eligibility criteria for these posts are given below:-

1. **Messenger:-**

- (a) **10<sup>th</sup> standard or equivalent examination from a recognized Board;**
- (b) **Age should be between 20 to 40 years;**
- (c) **Applicant should have completed minimum 2 years of service with present employer/sponsor, if any.**

2. **Chauffeur:-**

- (a) **10<sup>th</sup> standard or equivalent examination from a recognized Board;**
- (b) **Valid driving license with minimum 2 years of experience (candidates having experience of driving in Jeddah will be preferred);**
- (c) **Age should be between 20 to 40 years;**
- (d) **Applicant should have completed minimum 2 years of service with present employer/sponsor, if any.**

Selection process for these posts is given below:-

1. **Messenger:-**

- (a) Short listing of eligible applicants in terms of eligibility criteria;
- (b) short listed candidates will be called for screening test and interview. The Interview will be conducted by a Selection Committee.

2. **Chauffeurs:-**

- (a) Short listing of eligible applicants in terms of eligibility criteria;
- (b) Short listed candidates will be called for screening test, interview and driving test.

Application form can be downloaded from the website of Consulate General of India, Jeddah at [www.cgijeddah.gov.in](http://www.cgijeddah.gov.in)

Filled in applications should be submitted along with copies of supporting documents as mentioned in application form at:

**Administration Section  
Consulate General of India,  
296, Al Andalus,  
Building of Mr. Mansoor Abdul Rahman Al Hueesh,  
Near Al Huda Masjid and NCB Bank,  
Jeddah-23322**

**Or**

**by e-mail on [admin.jeddah@mea.gov.in](mailto:admin.jeddah@mea.gov.in)**

**Important dates:** (I) Last date of submission of application: **Monday, 16<sup>th</sup> December, 2024 (1700 hrs.)**  
(ii) Date of interview and driving test, will be intimated later on.

**Application Form**

**APPLICATION FORM FOR THE POST OF MESSENGER**

*(To be filled in BLOCK letters)*

1.	Name					
2.	Passport Details	Passport No.				
		Date of Issue				
		Place of Issue				
3.	Iqama Details	Iqama No.				
		Date of Issue				
		Place of Issue				
		Name of Sponsor				
		Contact No. Of the Sponsor				
4.	Contact details	Mobile No.				
		Email				
5.	Date of Birth	Place of Birth: <i>(To be filled in BLOCK letters)</i>	Day:	Month:	Year:	
	Educational Qualification(s)					
6.	<i>Requirement</i>	10 <sup>th</sup> standard or equivalent examination from a recognized Board; Age should be between 20 to 40 years; Applicant should have completed minimum 2 years of service with present employer/sponsor, if any.				
7.	Work Experience, if any					
8.	Proficiency in Indian and Foreign Languages	Language	Read	Write	Speak	Remarks
		1.				
		2.				
		3.				
9.	Local Address / contact details	P.O. Box No.				
		Telephone No.	Office	Residence		
		Mobile No.				
10.	Two References in the Kingdom of Saudi Arabia	1.	Name			
			PO Box No.			
			Telephone No.	Office	Residence	
			Mobile No.			
		2.	Name			
			PO Box No.			
			Telephone No.	Office	Residence	
			Mobile No.			
11.	Permanent Address in India					
12.	Current Address in KSA					

- Note: Enclose copies of :
1. Valid Passport
  2. Valid Iqama
  3. Educational Certificates
  4. Work Experience Certificates, if any
  5. Additional qualifications with supporting documents
  6. Two Recent passport size Photographs

NOTE: Applications without the enclosures are liable to be rejected.

Date.....

Signature: .....

**APPLICATION FORM FOR THE POST OF CHAUFFEUR**

*(To be filled in BLOCK letters)*

1.	Name					
2.	Passport Details	Passport No.				
		Date of Issue				
		Place of Issue				
3.	Iqama Details	Iqama No.				
		Date of Issue				
		Place of Issue				
		Name of Sponsor				
		Contact No. Of the Sponsor				
4.	Contact details	Mobile No.				
		Email				
5.	Date of Birth	Place of Birth: <i>(To be filled in BLOCK letters)</i>	Day:	Month:	Year:	
	Educational Qualification(s)					
6.	<i>Requirement</i>	10 <sup>th</sup> standard or equivalent examination from a recognized Board; Valid driving license with minimum 2 years of experience; Age should be between 20 to 40 years; <i>Applicant should have completed minimum 2 years of service with present employer/sponsor, if any.</i>				
7.	Details of Driving License					
8.	Proficiency in Indian and Foreign Languages	Language	Read	Write	Speak	Remarks
		1.				
		2.				
		3.				
9.	Local Address / contact details	P.O. Box No.				
		Telephone No.	Office	Residence		
		Mobile No.				
10.	Two References in the Kingdom of Saudi Arabia	1. Name				
		PO Box No.				
		Telephone No.	Office	Residence		
		Mobile No.				
		2. Name				
		PO Box No.				
		Telephone No.	Office	Residence		
		Mobile No.				
11.	Permanent Address in India					
12.	Current Address in KSA					

- Note: Enclose copies of :
1. Valid Passport
  2. Valid Iqama
  3. Educational Certificates
  4. Valid Driving License
  5. Additional qualifications with supporting documents
  6. Two Recent passport size Photographs

NOTE: Applications without the enclosures are liable to be rejected.

Date.....

Signature: .....