

VACANCY ANNOUNCEMENT

The Embassy of Pakistan, Vienna is seeking suitable candidates for the position of Driver. Candidate meeting following criteria may apply for the post:

Local Based Driver

- Keep accurate records of mileage, fuel use, and trip logs.
- Keep the vehicle clean, fueled, and in good working condition.
- Conduct routine vehicle inspections before and after trips.
- Report accidents, mechanical issues, or safety concerns immediately.
- Follow all traffic regulations and maintain a clean driving record.
- Load and unload items when required, ensuring items are handled carefully.
- Assist passengers with luggage, or special needs when appropriate.
- Any other duty assigned by the Ambassador and Head of Chancery
- Exhibit flexibility and willingness to assist with various tasks and working hours as needed.

Qualifications and Skills:

- High school diploma or equivalent.
- Valid driver's licence with a good driving record and knowledge of local traffic laws and routes in Vienna.
- Good verbal and written communication skills in English and German
- Ability to handle multiple tasks and prioritize work efficiently.

2. The application should include the following documents:

- CV/Resume
- Copy of residence/work permit
- Identity Document
- Valid Driving Licence
- Police Clearance Certificate

3. Interested candidates may apply at the following email: parepvienna@mofa.gov.pk by **Wednesday, 10 December 2025**.

Date: 26 November 2025
Vienna, Austria