

## Job Vacancy at the Consulate-General of Japan in Mumbai: Senior Clerk (Political)

- Main Duties and Responsibilities
  - Researching, monitoring and reporting on current political issues in the region (Maharashtra, Gujarat, Madhya Pradesh, Chhattisgarh and Goa)
  - Writing analysis reports on key thematic issues relevant to internal politics in the region.
  - Creating and maintaining a strong network of contacts by building relationships with official organizations, political parties and civil society to build in-depth knowledge of the regional political scene
  - Provide support to additional ad hoc political requirements for the Ministry of Foreign Affairs of Japan (e.g. Supporting visits to Mumbai)
  
- The ideal candidate will have:
  - Excellent English written and verbal communication skills (It is desirable to have Japanese communication skills as well.)
  - A degree in a relevant discipline, such as political science
  - In-depth knowledge of civil society and political parties in the region
  - Minimum two years of experience of working in a related field
  - The ability to be a team player, flexible, and work to tight deadlines
  
- Type of Position: Full-time in Political Division
  
- Start Dates: 16th April, 2021 (tentative)
  
- Employment Period:
  - 2 years (including a 3-month probationary period, and the employment period can be extended depending on work performance)
  
- Starting Salary (estimated): INR 110,000~120,000
  
- To Apply: No later than 26<sup>th</sup> February, 2021
  - Fill up the detail on application form available on our web site
  - Mail us the application to [job.cgjmumbai@by.mofa.go.jp](mailto:job.cgjmumbai@by.mofa.go.jp)
  - No phone calls please; only those who are chosen for an interview will be contacted.