



ΕΛΛΗΝΙΚΗ ΔΗΜΟΚΡΑΤΙΑ  
ΥΠΟΥΡΓΕΙΟ ΕΞΩΤΕΡΙΚΩΝ  
Hellenic Republic  
Ministry of Foreign Affairs

ΕΥΡΩΠΑΪΚΟ ΤΑΜΕΙΟ ΕΣΩΤΕΡΙΚΗΣ  
ΑΣΦΑΛΕΙΑΣ (ΕΤΕΑ)  
INTERNAL SECURITY FUND (ISF)

ΤΟΜΕΑΣ ΣΥΝΟΡΑ ΚΑΙ ΘΕΩΡΗΣΕΙΣ  
BORDERS AND VISA

ΕΘΝΙΚΟ ΠΡΟΓΡΑΜΜΑ ΕΤΕΑ 2014-2020  
ISF NATIONAL PROGRAMME 2014-2020



Με τη συγχρηματοδότηση της Ελλάδας  
και της Ευρωπαϊκής Ένωσης  
Co-financed by Greece and the EU

## VACANCY ANNOUNCEMENT

The Embassy of Greece in Tehran is to recruit two "field workers" for its Consular Department. It will be an eight (8) month assignment, ending on completion of this period with no other prior notice. Those to be employed will agree that, upon termination of their contract, they are not entitled to any compensation whatsoever or pension by the Greek or Iranian state. They may be recruited again, but no earlier than three (3) months after the termination of their previous contract.

1. We are looking for people between 21 and 60 years old, with a college degree, fluent in Farsi and English, and with knowledge of the operating system and application software of a personal computer (Windows OS, Office software, Internet etc.). Students in Universities or Colleges, with the above-mentioned qualifications, are also eligible.
  2. Knowledge of the Greek language will be a significant asset.
  3. The job description provides for people who:
    - will assist the visa officers in issuing visas through the Schengen Visa Information System.
    - will be skilled communicators of the Embassy's policies regarding visas and how Iranian citizens shall apply.
    - will work beyond working hours in cases of emergencies and exceptional working load, with due diligence, following the instructions of the Head of Mission and safeguarding all classified procedures in the operation of the Embassy's Consular Department.
  4. The fixed monthly salary is 680 Euros. Minor deductions (taxes and "social cohesion contributions") will apply, bringing the net amount to around 660 Euros. Social security contributions will be paid by the Greek Embassy.
  5. CVs of candidates are to be submitted electronically to the Greek Embassy [gremb.teh@mfa.gr](mailto:gremb.teh@mfa.gr) until April 10<sup>th</sup>, 2020 (please mention "Fieldworker"). For those selected, a face to face interview at the Embassy will be required.
- DEADLINE FOR SUBMISSION OF APPLICATIONS: **Friday 10 April 2020**
  - SHORT LISTED CANDIDATES WILL BE INFORMED BY EMAIL ON: **Monday 13 April 2020**
  - INTERVIEWS WILL TAKE PLACE ON: **Thursday 16 April 2020**