



EMBASSY OF THE
HELLENIC REPUBLIC
RIYADH



21 November 2023

VACANCY ANNOUNCEMENT

As part of the Action “Reinforcement with fieldworkers of Consular Authorities in third countries” under the “Greece – Financial Support Instrument for Borders and Visas Management Policy of the Integrated Border Management Fund 2021-2027”, The Embassy of the Hellenic Republic in Saudi Arabia hereby announces its intent to hire two (2) full time employees with an eight (8) month employment contract, covering strictly seasonal and urgent needs of the Consular Office’s Visa Section.

The applicant should meet the following requirements:

- a) Holder of a valid residence permit in the Kingdom of Saudi Arabia or Saudi national.
- b) Holder of a higher education degree or student in tertiary education
- c) Excellent knowledge of Arabic (native speaker level) and English. Knowledge of Greek will be considered an asset
- d) Excellent computer skills.
- e) The candidates’ age needs to be at least 21 (born any time in 2002 or later) but less than 60 years old.
- f) Previous experience/work related to similar position would be appreciated.
- g) Good teamwork spirit and organizational skills.

The monthly remuneration amount shall be 2,000 euros.

If the employee holds Greek citizenship, he or she will be subject to Greek social security legislation. Social security status of non-Greek citizens shall be subject to the laws and regulations of the Kingdom of Saudi Arabia. Employer social security contributions shall be paid by the Greek Government.

Applicants should send an introduction letter and CV to the following email addresses: gremb.ria@mfa.gr, grcon.ria@mfa.gr (CC), with subject “Vacancy 8 month contract”, or submit it in hard copy at the Embassy of Greece, 8454 Abdullah Alsahmi St, Al Safarat, Riyadh 12523.

The deadline for applications is Sunday, 3 December, 2023.



Με τη συγχρηματοδότηση
της Ευρωπαϊκής Ένωσης



TAMEY 
ΑΣΦΑΛΕΙΑ ΓΙΑ ΟΛΟΥΣ | 2021-2027