



HELLENIC REPUBLIC  
CONSULATE OF GREECE  
CAPE TOWN

EUROPEAN INTERNAL SECURITY FUND  
(EISF)

BORDERS AND VISAS SECTOR

NATIONAL PROGRAM OF EISF  
2014-2020



Co-financed by the Hellenic Republic  
and the European Union

Cape Town, 12.04.2018

Ref.: F.050 / AS 157

### **ANNOUNCEMENT**

#### **for the recruitment of a local agent for the visa department of the Consulate of Greece in Cape Town**

The Consulate of Greece in Cape Town, in the context of the action "Support with Fieldworkers staff to the Consular Authorities in Third Countries" of the European Internal Security Fund 2014-2020, Borders and Visas Department, announces its intention to proceed with the recruitment of two (2) staff with limited duration of eight (8) months, to cover exceptional seasonal needs at the Visa Section of the Consulate as follows:

#### **REQUIREMENTS AND QUALIFICATIONS**

1. Applicants must have South African permanent residence, and must reside in the area of the consular jurisdiction of the Consulate of Greece in Cape Town
2. Hold a university degree or currently having the status of an undergraduate university student.
3. Proficient knowledge of the English language, both written and spoken, preferably at the level of a native speaker
4. Excellent computer skills (knowledge of MS Word, MS Excel, Internet, etc.)
5. Knowledge of the Greek and/or Afrikaans language will be considered an additional asset
6. Applicants must be between the ages of 21 – 60

The gross salary is set at 850 Euros (payable in SA Rands)

#### **REQUIRED DOCUMENTS**

Applicants must submit the following together with their application:

1. Curriculum Vitae
2. A copy of their RSA ID or RSA passport
3. A copy of their degree certificate, or a certificate of ongoing studies

#### **DATE AND PLACE OF APPLICATION SUBMISSION**

Candidates must submit their application, together with all the required documents, either at the Consulate of Greece in Cape Town (19<sup>th</sup> Floor – Reserve Bank Bldg – 60 St. George's Mall – Cape Town – Tel. no. (021) 424-8160 ext. 0 – 09h00 – 13h30) or by e-mail at [grconcpt@mweb.co.za](mailto:grconcpt@mweb.co.za), no later than 25 April 2018. The Consulate will make a preselection on the basis of CV's and will short-list the candidates to the interviewed in the final selection process. Only short-listed candidates will be notified on Thursday, 26 April 2018.

THE CONSUL

  
THOMAS MATSOUKAS