

Job Opportunity  
An Official Telephone Operator

The Embassy of Japan invites applications for the position of Embassy's official telephone operator. Candidates are requested to send their CV in English (with a recent photo and their contact number), Photocopies of any documents to prove Iranian Citizenship) addressed to the general affairs section of the Embassy, no later than November 6, 2014.

Only the qualified applicants will be invited for interview to be held by the end of the week of beginning November 9. The received documents will not be returned.

1. Working patterns

- (1) On-duty hours: 8:30am-5:00pm Sunday-Thursday
- (2) Work contents: Answering Embassy's main telephone numbers.

2. Qualifications

- (1) Languages: Good command of Farsi and English
- (2) Citizenship: Iranian
- (3) Age: Approximately 25-40 years
- (4) Sex: Regardless

3. Address (By post or E-mail)

Embassy of Japan, General Affairs Section  
Attn: Mr. Maleki  
Corner of 5th Street, Bucharest Avenue, Tehran  
P.O. Box 11365-814  
or  
Behrouz.Maleki@th.mofa.go.jp