



## Job Vacancy as of December 2018/January 2019

The Embassy of the Federal Republic of Germany in Nairobi is currently looking for a

### **New colleague for our growing Somalia team in the passport and visa section**

#### **The duties of the successful applicant will be as follows:**

- Working at the visa counter
- Answering e-mail and telephone inquiries
- Working on case files and general office work
- Written communication in consular matters

#### **Applicants should fulfill the following requirements:**

- Very good English and **Somali** language skills. German and/or Tigrinya language skills advantageous
- Good communicator and team player
- Organizational talent
- Service oriented
- Experience with common office hard-and software
- Kenyan citizenship or residence and working permit for Kenya

#### **If you are interested, please e-mail the following documents:**

- Motivational letter.
- CV
- Certificates
- Letters or recommendation

until **November 21, 2018** to [vw-101@nair.diplo.de](mailto:vw-101@nair.diplo.de). Kindly note that all documents should be attached in **one** single pdf-file!