



नेपाली महावाणिज्यदूतावास
सान फ्रान्सिस्को
Consulate General of Nepal
San Francisco

VACANCY ANNOUNCEMENT

(Re-published on September 11, 2025)

The Consulate General of Nepal, San Francisco announces the vacancy for the following positions with the following requirements:

A. Light Vehicle Driver/Messenger- 2 (Two)

1. Requirements:

- Education: General reading and writing.
- Language: Nepali or English.
- Experience: Minimum 2 years of driving experience; prior experience in similar office will be an added advantage.
- Valid US light motor vehicles driving license.
- Age: 21-50 years

2. Contract Period: Six Months (can be renewed on performance basis)

3. Mode of Selection: Short listing, practical and interview.

4. Salary and other Facilities: As per the Consulate General's Rules

5. Job Description:

- Driving office vehicles as per the need of the Consulate General;
- Transporting goods/letters to and from relevant offices;
- Assisting in delivery and postal works related to the office;
- Picking up and seeing off official visitors;
- Assisting in Visa/Protocol/Passport/Consular matters;
- Except as otherwise provided herein, the Employee may be assigned to any jobs/works as per the requirements of the Consulate General.

Interested and qualified candidates who meet the above-mentioned criteria are requested to submit the following to contact@nepalconsulatesf.org by **September 18, 2025**:

- 1) Application letter
- 2) Copy of Identity document (*national ID card, passport*)
- 3) Copy of driving license (*for driver/messenger*)
- 4) Proof of US legal immigration status (*for applicants other than the US citizens*)
- 5)

Only short-listed candidates will be contacted for further selection process.