



भारत का वाणिज्य दूतावास
ऑकलैंड, न्यूज़ीलैंड
**Consulate General of India
Auckland, New Zealand**

JOB VACANCY

Clerk

Consulate General of India
Level-14, SAP Tower,
151 Queen Street, Auckland
NZ\$4500/- per month
Contract/Temporary

Post: **Clerk**

The Consulate General of India in Auckland invites applications for the following position (s) from the applicants who are **either New Zealand citizens or residents with valid appropriate visa and valid work permit: -**

Name of the post: Clerk

Required qualifications and skill set:

- Only graduates with proper knowledge of spoken/written English should apply.
- Candidates having knowledge/experience of handling social media platforms and computer skills will be given priority.
- Strong attention to detail as well as accurate data entry skills are required.
- Candidates having good communication skills and prior experience will be given priority

Applications must reach the Consulate General of India, Auckland, no later than **21 June 2026**. Shortlisted candidates will be invited for an interview/test to be held shortly afterward.

Aspiring candidates must email applications to adm.n.auckland@mea.gov.in with biodata including full details i.e. age, address, qualifications, work experience, photograph, copies of Passport/ NZ Visa, contact details and a recent passport size photo, etc. Applications without the above details will not be considered.

Level 14, 151 Queen Street, Auckland 1010, New Zealand, Tel: 096104430