

EMBASSY OF JAPAN VACANCY ANNOUNCEMENT

The Embassy of Japan is seeking candidates to fill the position of

BUTLER **at the Ambassador's residence** (1 Year Term Contract: Renewable)

Qualifications:

- Must have a high school diploma (desirable to have a certificate in the related area)
- Must have a minimum of three (3) years experience as a butler
- Must reside in the corporate area
- Good verbal and written communication skills
- Must be in excellent health
- Be willing to work early and late hours and in special occasion on weekends and public holidays
- It is expected to support the management of the Ambassador's residence
- Must submit at least two letters of recommendation

All applications should be delivered or emailed to saiyo@kg.mofa.go.jp and should include the names and addresses of two referees to:

Embassy of Japan
NCB Towers, North Tower, 6th Floor
2 Oxford Road, Kingston 5

We thank all applicants for their interest, however only short-listed candidates will be contacted.