

Recruitment Notice: Driver Position at the Embassy of Japan

The Embassy of Japan in Singapore is currently seeking to hire the following personnel:

Position:

- 1 Official Car Driver

2. Requirements

Applicants must meet the following criteria:

- **Driving License:** Holder of a valid Class 3 driving license with a clean driving record.
 - **Nationality:** Singapore Citizen (highly familiar with local roads and traffic regulations).
 - **Experience:** Proven experience as a personal, corporate, or executive driver.
 - **Language:** Proficient in both spoken and written English.
 - **Health:** Physically fit and capable of performing driving duties.
- ※ Must be able to work on flexible hour schedule including holidays

3. Commencement Date, Application Deadline, and Selection Process

- **Expected Start Date:** August 2026 (negotiable)
- **Selection Process:**

1st Stage: Document screening

2nd Stage: Interview and practical (driving) test

3rd Stage: Final interview

※ Only shortlisted candidates from the document screening will be contacted for interviews.

- **Application Deadline:** 30 June, 2026

4. Application Method and Contact Information

Please submit your resume (in English, with a recent photo attached) via email to the following address by **30 June, 2026.** Your resume should include your expected salary and contact number.

Email: kanbo@sn.mofa.go.jp

- ※ Please write “Application for Driver” in the subject line of your email.
- ※ Applications submitted by any method other than email will not be accepted.

- ※ Inquiries regarding the selection process will not be answered.
- ※ Only shortlisted candidates will be contacted by email or phone for further steps.

Contact Information:

Embassy of Japan in Singapore

16 Nassim Road, Singapore 258390

Tel: 6830-3553

Email: kanbou@sn.mofa.go.jp