



Embassy of India Kathmandu

VACANCY ANNOUNCEMENT

Applications are invited from the eligible candidates for the post of **Lower Division Clerk** to be filled in MPB, Embassy of India, Kathmandu. The applicant should have following qualifications :-

1. Education Qualification: Minimum Graduation degree or equivalent (Bachelor Level). Computer literate and should have working knowledge of English and Nepali.
2. Age criteria: Preferably 20-35 years as on 30 Apr 2026. (for Ex-servicemen of Govt. of India – Deduction of the Military Service rendered from the actual age).
3. Selection Method: Written Test, Computer Test and Interview.

Interested candidates should submit their applications to O/o the Assistant Military Attaché (Pension), MPB, Embassy of India, Kathmandu along with latest Curriculum-Vitae with two recent passport size photographs, contact details and copies of Educational Qualifications, work experience letter etc. through email at amap.kathmandu@mea.gov.in or physical copies drop in the box kept at main gate of the Embassy before 08 Apr 2026 (1700hrs). The envelope containing application should clearly mention “Application for the post of Lower Division Clerk at MPB, Kathmandu-2026”. Only shortlisted applicants will be informed for further test and interview via email/ phone.

AMA (P)