



## **JOB VACANCY AT THE HIGH COMMISSION OF BRUNEI DARUSSALAM IN THE REPUBLIC OF SINGAPORE (LOCALLY-ENGAGED STAFF)**

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The High Commission hereby would like to invite interested applicants for the position of **DRIVER** [SG F.2, V].

Details of the said vacancy are as follows:

### **Job description:**

1. Transport diplomats and/or officials of the Brunei High Commission or other government officers.
2. Transport staff for office-related duties.
3. Perform basic maintenance check of the car.
4. Keep vehicle clean at all times before duty.
5. Be able to work under pressure and make quick decisions in case of any emergencies while on duty.
6. Obey all local and international traffic law.
7. Able to accept different cultures and customs of the two countries and provide support in any way needed.
8. Other duties as assigned by the High Commission

### **Basic Requirements:**

1. Must possess Secondary School Qualification at least one pass at GCE 'N' Level or 'O' Level or equivalent.
2. Possess a valid class 3 Driving Licence with no offensive driving records.
3. Good command of English and Malay.
4. Good physical conditions to support work demands.
5. Willing to work outside of working hours, when needed.
6. High Integrity and punctual.
7. Familiar with Singapore road and/or able to read/use road maps.
8. Having working experience similar to this kind of position is an advantage.
9. Knowledge on car engines and parts would also be an advantage.

### **Other Information:**

1. Salary : starting **SGD1,680.00** per month (subject to other taxes available)
2. Working hours: Mon – Thurs (08.30 – 12.30 & 1.30 – 4.30) & Fri (8.30 – 12 & 2.30 – 4.30)
3. Annual leave : 21 days per year and public holiday. Eligible to claim overtime when needed to work outside of working hours.
4. Accommodation, transport and telecommunication allowance are not provided.

**Closing date of application:** 27 May 2025

**Interested candidates can send their CV with passport photo to:** [recruitment.bruneihicom@gmail.com](mailto:recruitment.bruneihicom@gmail.com)