



## Vacancy Announcement

### *Embassy of Sri Lanka to USA / Washington D.C.*

The Commercial Section of the Sri Lanka Embassy in Washington DC seeks applications from self-motivated, diligent individuals for the Post of “**Commercial Officer**”. The Commercial Officer supports the Head of the Commercial Section in managing daily activities related to promoting Sri Lanka's trade, investment, and tourism interests in the US and accredited destinations.

1. **Position** - Commercial Officer
2. **Date of Commencement** - 01<sup>st</sup> April 2024
3. **Duration** - One Year (Renewable on satisfactory service performance)
4. **Closing Date** - 15<sup>th</sup> March 2024
5. **Take-home pay** - USD 2170
6. **Requirements:**
  - High School Diploma and above. (Knowledge/ experience in the area of International Trade/Economics/ Marketing would be an added advantage)
  - Good command of the English language (Knowledge of the Spanish language is an added qualification).
  - Skills in research, compilation of data, and analytical reporting
  - Computer literacy/ IT skills are essential.
  - Age limit: 20 -45 years
  - Applicants who are not U.S. Citizens must have a valid Green Card or a valid visa with uninterrupted work permit.

7. **How to Apply:**

Please send your Resume with a letter of interest in electronic format (PDF File) to **[slemb.washington@mfa.gov.lk](mailto:slemb.washington@mfa.gov.lk)** with CC to **[commercial@slembassyusa.org](mailto:commercial@slembassyusa.org)** on or before **15<sup>th</sup> March 2024**. Please write “**Commercial Officer**” in the subject line of your email.

Kindly note that only those who are chosen for an interview will be contacted.