Announcement of the Royal Thai Embassy in Madrid
Subject: Job Recruitment

The Royal Thai Embassy in Madrid is currently recruiting a local staff for the position of Political and Economic Analyst and Protocol Assistant. Details are as follows:

1. Description
   1.1 Job title: Political and Economic Analyst and Protocol Assistant
   1.2 Gross monthly salary: 1,535 Euros
   1.3 Closing date for application: 8 March 2019

2. The key responsibilities of the position include, but not limited to:
   2.1 Undertake research and analysis and prepare reports on Spanish political and economic issues;
   2.2 Summarize main news on developments in Spain and other Spain-related issues;
   2.3 Organize programs and agenda for official visitors from Thailand;
   2.4 Assist with protocol matters;
   2.5 Other administrative duties and tasks, as required.

3. Qualifications and Skills:
   3.1 Bachelor’s Degree (minimum) in a field related to politics, international affairs and/or economics;
   3.2 Excellent written and spoken English and Spanish;
   3.3 Good knowledge and experience of international affairs, politics, economics and cultural aspect of Spain;
   3.4 Good command of Microsoft Office, communications software as well as other social media;
   3.5 Ready to work as part of a team;
   3.6 In good health condition;
   3.7 Willing to work extra hours when required.

4. How to apply:
   4.1 Please send your CV in English and Spanish with certificate of no criminal record from the Spanish Police and the complete application form attached, along with a recent photo, to the Consular Section of the Royal Thai Embassy (Calle Joaquín Costa, 29, 28002, Madrid).
   4.2 The application form can be downloaded from the Embassy’s website, www.thaiembassy.org/madrid/
   4.3 All applications must be received no later than 8 March 2019.
   4.4 Qualified candidates will be contacted to take a written examination on 22 March 2019.
   4.5 Final interview will take place in the first half of April 2019.

5. The successful candidate must be available to work from 2 May 2019.
6. Probation period shall be 1 year.

February 4, 2019 Madrid.