



भारत का प्रधान कौंसलावास / Consulate General of India
दुबई / Dubai

Duba/Admn/578/01/2024

12.10.2026

The Consulate General of India, Dubai invites applications for the position of **Marketing Executive**. This is a full-time role with a gross monthly pay of **AED 7,200/-** in the pay scale (7200-180-10800-216-15120) and includes basic medical insurance coverage.

2. The ideal candidate for this position should meet the following requirements.

- Should possess a Bachelor's degree in Business Administration (BBA), Marketing, Commerce (B.Com.), or an equivalent qualification from a recognised university or institution. Candidates possessing MBA/PGDM in Marketing are desirable.
- Minimum 5 years of work experience in Trade & Investment promotion.
- Fluency in English and Hindi, both spoken and written.
- Should possess excellent communication and computer skills.
- Should be of 35 years of age or younger as on 01.10.2026.

3. **Work Profile:**

- Organizing B2B round tables.
- Liaisoning with Chamber of Commerce and other diplomatic Missions/Posts in Dubai.
- Handling trade enquiries and maintaining its register.
- Maintain trade portal.
- Coordinating/Organizing trade exhibitions.
- Preparation of reports.
- Managing trade disputes and maintaining its database.
- Facilitating trade/business/investment promotion of various states of India in UAE.
- Facilitating trade delegation visits and business events.
- Verification of local business entities.
- This list is only indicative in nature and not exhaustive.

4. **Important points to remember:**

- Last date for the submission of applications: **25.10.2026** (1700 hours)
- Written test (objective type): **29.10.2026** (1000 hours)
- Interview along with document verification: **05.11.2026** (1000 hours)
- Applicants shall reach the Consulate for the written test latest by 0930 hours and should bring valid Government ID, two passport size photographs and their requisite degree & documents.
- Final result will be declared on **10.11.2026** (tentatively). Only shortlisted candidates will be intimated through email after each stage.

5. **Scheme of Examination:** The examination will be conducted in two stages as indicated below:

- Written Test (40 Marks):** The written test would comprise 40 multiple choice questions from 04 sections viz. General Awareness, Logical Reasoning, Quantitative Aptitude and English Language.
- Interview (60 Marks):** Candidates will be shortlisted for interview based on their performance in the written test.
- Final Result (100 Marks):** Final result will be based on combined score of written test and interview.

6. Interested candidates are requested to submit their applications online only through the link provided below. Applications sent through the Consulate's email ID will not be accepted for this position.

Google Form Link: <https://forms.gle/w3DxUT8wPCaRtxgr8>

7. As per the above-mentioned process in paragraph 4, shortlisted candidate will be offered the position of marketing executive in the Consulate General of India, Dubai.

-sd
(Joydeep Mohanto)
Head of Chancery
