



## **JOB VACANCY**

### **AUSTRALIAN EMBASSY PHNOM PENH**

#### **Consular and Passports Officer** (Locally Engaged Staff – Level 4)

The Australian Embassy is seeking applications for a Consular and Passports Officer. At least one vacancy will be filled through this process, with suitable candidates merit listed for future vacancies.

Under general direction, the Consular and Passports Officer will provide the full range of consular services and advice to Australians living and travelling in Cambodia in accordance with DFAT's Consular Services Charter and Australian Government guidelines.

This position may be required to provide emergency consular assistance outside of office hours, and travel outside of Phnom Penh on an ad hoc basis.

This position is available immediately, and after an initial three-month probationary period, the successful candidate may be offered a 24-month contract, with the possibility of renewal and ultimately permanent employment.

A competitive salary package is offered, including participation in performance management and bonus scheme. The basic monthly salary range for the position is **USD1,746 to USD2,043**.

For a full description of the role, selection criteria and information on how to apply, please visit the Embassy website: <http://cambodia.embassy.gov.au/penh/Vacancy.html>. Only applications which address the selection criteria will be considered – this should include explanations of how candidates have achieved workplace objectives and overcome problems. Applications must be submitted by email to [vacancy.cambodia@dfat.gov.au](mailto:vacancy.cambodia@dfat.gov.au) with “Consular and Passports Officer” as the subject line, by 11:30pm of **Thursday, 29 January 2026**.

The Australian Embassy is committed to providing an inclusive and diverse workplace where all employees are valued. We appreciate the experiences, skills and perspectives of all individuals. We actively encourage applications from women, people with disabilities and people from diverse backgrounds.

**Only short-listed applicants will be contacted for interview.** If you are not contacted within **six weeks** of the date of applications closing, you can consider your application unsuccessful.