



Consulate General
of the Federal Republic of Germany
Toronto

Job posting

The Consulate General of the Federal Republic of Germany in Toronto is looking to
hire a
Driver/Caretaker
for a full-time position (40 hrs/week, from Monday to Friday)
starting November 15, 2026

The position is initially limited to 1 year with the option of extension.

Job Responsibilities:

- Main driver of the Consulate General (flexibility to work overtime required, including evenings and weekends, sometimes at short notice)
- Vehicle maintenance, servicing and cleaning
- Courier and procurement trips
- Minor maintenance work at the Consulate's offices and the residence, supervision of companies during maintenance work
- Relieve of switchboard operator and receptionist

Requirements:

- Valid Class G driver's license, several years of driving experience, proof of accident-free driving record in Ontario (driver record search, Ministry of Transportation), very good local knowledge of Toronto and GTA
- Very good English language skills, preferably also German language skills
- Ability to quickly familiarize yourself with new areas of work and to work independently
- Ability to work in a team, flexibility
- Calm, courteous, and respectful demeanor, service-oriented mindset
- Experience as a handyman or caretaker is an advantage

The contractual conditions are governed by local law; payment is based on the salary scheme of the Consulate General.

Please send your detailed application by e-mail only to:

`vw-s1@toro.auswaertiges-amt.de`

Subject line: "Application"

Deadline for applications is October 21, 2026

Please attach the following documents in pdf format to your application:

- Resume
- References
- Letter of motivation
- Copy of valid passport
- Employment references and, if applicable, letters of recommendation
- Proof of high school diploma
- Proof of accident-free driving in Ontario (driver record search, Ministry of Transportation)
- Proof of valid residence/work permit for Canada or proof of Canadian citizenship
- Police record, not older than three months

Incomplete documents cannot be considered. Acknowledgements of receipt will not be sent. Only applicants who are invited to a personal interview will be contacted.

The Federal Foreign Office has set itself the goal of promoting the careers of women and expressly invites qualified women to apply.

Further information about the Consulate General Toronto can be found at www.canada.diplo.de.

Information on data protection in accordance with Article 13 of the EU General Data Protection Regulation is available here:

<https://canada.diplo.de/ca-de/ueber-uns/-/2487992?openAccordionId=item-1206190-0-panel>.

We look forward to receiving your application!