



དཔལ་ལྷན་འབྲུག་གཞུང་།
ལྷན་ཁྲུས་གཞུང་ཚོགས་ཡིག་ཚང་།

ROYAL GOVERNMENT OF BHUTAN

Cabinet Secretariat
Gyalyong Tshogkhang
Thimphu : Bhutan

H-01/2017/ 2200

10th August, 2017

The Manager
Advertisement Section
Kuensel Corporation, Thimphu

Subject: Vacancy Announcement

Sir,

Kindly arrange to announce the vacancy as given below in your upcoming edition in English.

The Cabinet Secretariat, Gyalyong Tshogkhang would like to announce the vacancy for following positions as follows:

Position Title	Position Level	No. of Slots	Qual. Required	Place of posting	Service	Remarks
Sr. Program Officer/ Program Officer	P3/P4	1	Bachelors Degree	Public Services & Grievance Redressal Division (PSGRD), Cabinet.	In- service (Lateral Transfer)	Re- Announcement; Applicants with relevant training and work experience shall be given preference for the purpose of short listing.
GSP	II	1	Min. Class VIII	Cabinet Satellite Office, langjophaka	On Contract	Must have attained min age of 18 yrs and not more than 50years.

Interested in-service civil servants (SI No. 1) who meet the eligibility criteria as per the Notification No.RCSC/LS-63/2016/1613 dated 17th November 2016 may apply to HR Services on or before 24th August 2017 along with the following documents:



དཔལ་ལྷན་འབྲུག་གཞུང་།

ལྷན་རྒྱུས་གཞུང་ཚོགས་ཡིག་ཚང་།

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Documents required for SI # 1:

1. Curriculum Vitae/Resume (CSIS generated copy)
2. Performance Evaluation Report for last 2 years (FY 2015-2016 and FY 2016-2017)
3. Copies of academic transcript
4. No Objection Certificate from the HRC of working/parent Agency
5. Other merit certificates if any

Documents Required for SI # 2:

1. Employment Application Form (*Annexure 4/1*)
2. Copy of academic transcripts
3. Copy of Citizenship ID card
4. Approved online Security Clearance Certificate
5. Medical Fitness Certificate issued by a competent RGoB medical doctor
6. No Objection Certificate, if employed

For further information please visit our website at www.cabinet.gov.bt or contact Human Resource Officer in person over the tele# 336667 during office hours.

Bills for the same may be submitted to the Accounts Section for settlement.

Yours sincerely,


(Lobzang Dorji)
Director

Copy to:

1. Accounts Officer, Cabinet Secretariat for information
2. Office copy/Guard file