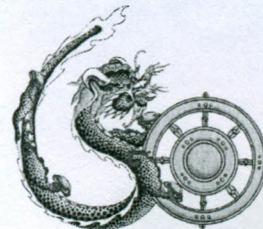




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ROYAL GOVERNMENT OF BHUTAN
Ministry of Finance
Directorate of Services
HUMAN RESOURCE DIVISION
Thimphu: Bhutan



MoF/HRD-DoS/4(2)/2020/ 1008

4 February 2020

VACANCY ANNOUNCEMENT FOR FOREIGN TRANSFER

As per the decision of 154th HRC meeting held on 29 January 2020, the Ministry of Finance is pleased to announce the vacancy post of Accounts/Budget Assistant in RBE, Delhi as detailed below;

Post	Position Level	Slot(s)	Place of posting	Duration	Minimum Qualification
Accounts/ Budget Assistant	SS1-SS4	1	RBE, Delhi	3 years	Certificate/ Diploma

Interested **in-service civil servants who meet the eligibility criteria** may apply for the post with application along with the following documents to HRD, MoF, Thimphu latest by **February 17, 2020**.

- Curriculum vitae – generated from CSIS and should have assured the accuracy of the information.
- Valid security clearance
- Valid audit clearance
- Medical fitness certificate (original)
- IWP-Moderation ratings for last two years (FY 2017-18 & 2018-19)
- Academic/training certificates and transcripts (copy)
- Certificates of merits/achievements, if any (copy)

The basic criteria

The candidate should:

- Be a Bhutanese citizen
- Have completed minimum active service of 10 years.
- Possess excellent written and communications skill in English.
- Have excellent public relation skills.
- Have at least 3 years field experience in Government Accounting and Budgeting with knowledge in Financial Rules and Regulations.



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- vi. Have not availed such postings earlier including secondment to International Agencies and Corporations (Both ex-country and in-country).
- vii. Shall not be eligible to apply for such posting during the secondment period to Projects and Corporations as per Section 15.7.7, BCSR 2018
- viii. Have clean service record
- ix. Be currently under MoG "Finance, Accounting & Budgets Services"

In the event of several candidates applying for a single position, the short listing will be done based on the following criteria:

- i. Seniority (nos. of years in service)
- ii. Rural Posting (as per RCSC rule)
- iii. Performance Ratings (last two years)

For further clarification, please contact HRD, MoF at 322268 during office hours.

(Tashi Namgyel)
Chief HR Officer

Copy:

1. Director, DPA, MoF, Thimphu
2. Offtg. Chief HR Officer, HRMD, RCSC, Thimphu
3. Office copy