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ROYAL GOVERNMENT OF BHUTAN  
MINISTRY OF FINANCE  
TASHICHHO DZONG



MoF/HRD-DOS/2(5)/2018/

10 October 2018

VACANCY ANNOUNCEMENT

The Ministry of Finance is pleased to invite interested Bhutanese citizens to apply for the vacancy on consolidated contract as detailed below:

Sl No.	Department	Position Title	Position Level	No. of Post	Minimum Qualification	Contract Term
1	HRD, DOS, MOF	Asst Human Resource Officer	P5 B	1	Bachelor's Degree (65% in CI- X, XII & Degree)	2 Years

**Document required:**

- Application (Contact number & Email ID);
- Civil Service Employment Application Form- Form 4/1 can be downloaded from website; [www.resc.gov.bt](http://www.resc.gov.bt);
- CV/Resume
- Copies of Academic transcripts for CI-X, XII & Degree
- Copies of relevant training certificates, if any;
- Copy of Citizen Identity Card;
- Valid Security Clearance;
- Medical Fitness Certificate;
- No Objection Certificate from the concerned agency, if employed; and
- The shortlisted candidates will be announced in the MOF website along with the information on venue, date and time of the interview.

**Application Deadline**

Interested candidates fulfilling the above criteria may apply to the Human Resource Division, DOS, MOF latest by 30<sup>th</sup> October 2018.

For further clarifications, please contact the HRD, MOF at 322268 during the office hours.

Dr Ugyen Tshewang

**Chief HR Officer**

Cc:

1. Director, DOS, MOF, Thimphu