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ROYAL GOVERNMENT OF BHUTAN
MINISTRY OF FINANCE
TASHICHHO DZONG



MoF/HRD-DoS/5(3)/2019/3376

February 18, 2019

VACANCY ANNOUNCEMENT FOR FOREIGN TRANSFER

The Ministry of Finance is pleased to announce the vacancy for the Attache (Finance) as detailed below:

Sl#	Position Title	Position Level	Placement	Slots	Duration	Minimum Qualification	Other Requirements
1	Attaché (Finance)	P2-P3	PMB, Geneva	1	3 years	B.Com/BA (Economics)	As per the criteria given below

Interested **in-service civil servants who meet the eligibility criteria** may apply for the above post. The application along with the following documents must be submitted to HRD, MoF latest by **March 5, 2019**:

- Curriculum vitae – *should be generated from CSIS and have assured the accuracy of the information.*
- Security clearance (*valid copy*)
- Audit clearance (*valid copy*)
- Medical fitness certificate (*original*)
- IWP/Moderation rating for last two years (*FY 2016-2017, 2017-2018*)
- Academic/training certificates and transcripts (*copy*)
- Certificates of merits/achievements, if any (*copy*)

The basic criteria

The candidate should:

- Be a Bhutanese citizen.
- Be able to produce audit and other clearances.
- Have completed minimum active service of 10 years.
- Possess excellent written and communications skills in English.
- Have excellent public relation skills.
- Have at least 3 years of field experience in government accounting and knowledge in Financial Rules and Regulations.



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- vii. Have not availed such postings earlier including secondment to International Agencies and Corporations.
- viii. Have clean service record
- ix. Be currently under Sub Group 'Finance, Accounting and Budget Services'

In the event several candidates qualifying for a single position under the basic criteria, then the candidate fulfilling the following **specific criteria** will be given preference;

Specific criteria

- i. Extra co-curricular activities (*as per certificate*)
- ii. Individual Achievements (*as per certificate*)
- iii. Performance Ratings (*last two years*)
- iv. Rural Posting (*as per RCSC rule*)
- v. Seniority (*nos. of years in service*)

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


(Tshulthrim/Zangpo)
Offtg. Chief HR Officer

Copy:

1. Hon'ble Secretary, Ministry of Finance, Thimphu for information
2. Director, DPA/DoS, MoF, Thimphu for information
3. Chief HR Officer, HRMD, RCSC, Thimphu
4. Office copy