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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/ 233

17 November 2020

VACANCY ANNOUNCEMENT

The Ministry of Finance is pleased to announce the vacant positions under Department of National Properties, Ministry of Finance as detailed below:

Sl. No.	Working Agency	Position Title	Position Level	No. of Slot (s)	Minimum Qualification	Remarks
1.	Painting & Sculpturing Section, Fine Arts & Crafts Division	Asst. Artisan III (Wood Carver)	S5	1	Certificate from Zorig-Chusum	Para Regular
2.	Government Procurement & Property Management Division	Auction Helper	ESP	1	NA	Para ESP

The interested candidates may submit the applications along with the following documents to HRD, Ministry of Finance latest by **1st December 2020** in hard copy or via email at jloday@mof.gov.bt :

1. Employment Application Form 4/1 (Can be download from www.rcsc.gov.bt)
2. Copy of Citizenship Identity Card
3. Copy of valid online approved security clearance
4. Copy of medical fitness certificate
5. Copy of certificates of merits/achievements, if any
6. Copy of Academic transcripts and training certificates
7. NoC from the concerned agency if employed

For short listing and selection, candidates with experience in the relevant field shall be given preference. The shortlisted candidates shall be announced on the MoF website along with the information of date, time and venue for the interview.

For further clarification, please contact HRD, Ministry of Finance at 334711/322268 during office hours.



Human Resource Division