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ROYAL GOVERNMENT OF BHUTAN

Ministry of Finance

Directorate of Services

HUMAN RESOURCE DIVISION

Thimphu: Bhutan



MoF/HRD-DoS/5(3)/2021/ 525

February 03, 2021

ANNOUNCEMENT FOR FOREIGN POSTING

As per the decision of 166th HRC Meeting held on January 22, 2021, the Ministry of Finance is pleased to announce the vacant post of Attaché (Finance) as detailed below;

Sl.no	Position Title	Position Level	No. of Slot	Place of Posting	Duration
1	Attaché (Finance)	P3 A	1	Royal Bhutan Consulate Office, Guwahati	3 years (Non-Extendable)

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 latest by **February 17, 2021**. The documents must be submitted via email @ niduptshering@mof.gov.bt:

- Curriculum Vitae- (ZEST generated copy)
- Valid Security Clearance
- Valid Audit Clearance
- Medical Fitness Certificate
- IWP-Moderation ratings for last two years (FY 2018-2019 & 2019-2020)
- Academic/training certificates and transcripts
- Certificates of Merits/Achievements, if any

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



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- iv. Have excellent public relation skills.
- v. Have at least 3 years field experience in Government Accounting and Budgeting with knowledge in Financial Rules and Regulations.
- vi. Have not availed such postings in the past 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 the Section 15.7.7, BCSR 2018.
- viii. Have clean service record.
- ix. Be currently under MoG "Finance, Accounting and Budgets Services".

In the event of several candidates applying for a single position, the shortlisting will be done based on the following criteria in the ratio of 1:5;

- i. Seniority (no.s of years in service)
- ii. Rural Posting (as per RCSC's rule)
- iii. Performance Ratings (last two years)

For further clarification, please contact HRD, MoF at 00975-2- 322268/334711/321568 during office hours.



Human Resource Division

Copy:

- 1. Director, DPA, MoF, Thimphu for kind information
- 2. Office copy