



དབུལ་རྩིས་ལྷན་ཁག།  
**ROYAL GOVERNMENT OF BHUTAN**  
 Ministry of Finance  
 Directorate of Services  
**HUMAN RESOURCE DIVISION**  
 Thimphu: Bhutan



MoF/HRD-DoS/4(2)/2021/650

18<sup>th</sup> March, 2021

**VACANCY ANNOUNCEMENT**

Subsequent to the approval of the 168<sup>th</sup> HRC meeting held on 17<sup>th</sup> March, 2021 the Ministry of Finance is pleased to announce the following vacant positions under the Department of National Properties of the Ministry as detailed below:

Sl. No	Working Agency/Division	Position Title	Position Level	No. of Slot	Minimum Qualification	Remarks
1	Bronze Casting Section, FACD	Asst. Artisan III (Bronze Carver)	S5-A	1	Certificate from Zorig-Chusum Institute/ Experienced in related field	Para-Regular
2	Goldsmith Section, FACD	Asst. Artisan III (Goldsmith)		1		
3	Embroidering & Tailoring Section, FACD	Asst. Artisan III (Embroider)		1	Certificate from Zorig-Chusum Institute	
4	Painting & Sculpturing Section, FACD	Asst. Artisan III Painter		1		
5	Engineering Service Division (ESD)	Mason Helper	ESP	1	N/A	Para ESP
6		Gardener		4		

The interested candidates fulfilling the above stated eligibility criteria may submit the applications via email to Mr. Jigme Loday at [jloday@mof.gov.bt](mailto:jloday@mof.gov.bt) on or before **1<sup>st</sup> April, 2021** with the following documents:

1. Employment Application Form 4/1 (can be download from [www.rsc.gov.bt](http://www.rsc.gov.bt))
2. Copy of Citizenship Identity Card
3. Copy of valid 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



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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's website along with the information on 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**