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ROYAL GOVERNMENT OF BHUTAN

Ministry of Finance

Directorate of Services

HUMAN RESOURCE DIVISION

Thimphu: Bhutan



MoF/HRD-DOS/5(3)/2022/724

February 25, 2022

**Open competition for lateral transfer to Lhakhang Construction Project, Rajgir, Bihar, India**

In accordance with the decision of the 185th HRC Meeting held on January 26, 2022, the Ministry would like to announce the post of Accounts/Budget Assistant for lateral transfer to the Lhakhang Construction Project in Rajgir, Bihar, India under Department of Culture, Ministry of Home and Cultural Affairs as per the details given below. The project is administered by the DoC under the MoHCA, Thimphu.

Sl. #	Post	P. Level	Placement	Slot	Duration	Qualification	Remarks
1	Accounts/ Budget Assistant	SS4 A - SS1 A	Rajgir, Bihar, India	01	03 years or before the completion of the Project, whichever is earlier	Certificate/Diploma with minimum of 10 years of work experience	This post is for Accounts /Budget Assistants only

The interested candidates fulfilling the above qualification requirement and eligibility criteria given below may submit their application to the HRD, MoF via [online](#) (Google form) on or before **March 13, 2022**:

- Must be an in-service candidate with a minimum active service of 10 years;
- Currently serving under the Sub-Group: Finance, Accounting and Budgets Services;
- Served a minimum of 02 years of active service in the current position after appointment through open competitive selection as per Section 13.7.11.5 of BCSR 2018;
- Possess at least 03 years of field experience in Government Accounting and Budgeting with the knowledge on Financial Rules and Regulations;
- Not availed postings including secondment to international agencies and corporations (both ex-country and in-country) in the past;
- Ineligible to apply for the post if the candidate is currently on secondment to projects and corporations as per Section 15.7.7 of BCSR 2018;
- Possess a valid Security and Audit Clearance Certificates;
- Possess excellent written and oral communications skills in English;
- Possess excellent public relation skills; and
- Possess a clean service record.



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In the event there are more applications for a single slot, the candidates will be shortlisted based on the following:

- i. Performance scores (moderated) for FY 2019-2020 and 2020-2021;
- ii. Seniority (No. of active years in the service); and
- iii. Rural posting as per the BCSR 2018.

**Documents required** to be submitted along with the online application:

- i. Valid Medical Fitness Certificate (Submit via Google Form);
- ii. Valid Security Clearance Certificate (HRD will verify online);
- iii. Valid Audit Clearance Certificate (HRD will verify online);
- iv. Performance Score (Moderated) - HRD will verify online; and.
- v. HRD, MoF will verify from the records and working agencies for any adverse records.

For any clarification, please contact the HRD, MoF at 975-2-322268/334711/321568 during office hours.

**Human Resource Division**

**Copy:**

1. Director, DPA, MoF for kind information.
2. Director, DoS, MoF for kind information.
3. Office copy.