



རང་ལོ་རྒྱལ་ཁབ་ཀྱི་རྒྱུ་ཁྲིམས་ལུགས།  
**ROYAL GOVERNMENT OF BHUTAN**  
Ministry of Finance  
**HUMAN RESOURCE DIVISION**

**BHUTAN**  
Believe

MoF/HRD-DoS/2(5)/2024/833

March 07, 2024

**VACANCY ANNOUNCEMENT**

The Ministry of Finance is pleased to announce the vacancy for various posts in Professional and Management Category under Finance Services parented by the Ministry on contract as detailed below:

Sl.	Ministry/Agency	Department /Agency	Division/Section	Position Title	Position Level	Slots
1	Ministry of Finance	RRCO, Phuentsholing	Customs and Excise Section	Asst. Customs Officer	P5B	2
		RRCO, Samdrup Jongkhar	Customs and Excise Section		P5B	1
		RRCO, Gelephu	Customs and Excise Section		P5B	1
		RRCO Samtse	Customs and Excise Section	Asst. Customs Officer	P5B	1
2	Ministry of Finance	RRCO, Thimphu	Tax Administration Section	Asst. Tax Officer	P5B	1
		RRCO, Mongar	Tax Administration Section		P5B	1
		RRCO, Phuentsholing	Tax Administration Section		P5B	1
		RRCO, Samtse	Sales Tax Section		P5B	1
3	Ministry of Finance	Department of Revenue and Customs	Revenue Intelligence Division	Asst. Revenue Officer	P5B	1
		RRCO Bumthang	Revenue Accounts and Audit Section		P5B	1
5	Gasa Dzongkhag	Gasa Dzongkhag Administration	Procurement Services	Asst. Procurement Officer	P5B	1
	Ministry of Home Affairs	Office of the Secretary	Finance Division		P5B	1



རང་ལཱ་རྩིས་ལྟོན་ཁྲུང་།  
ROYAL GOVERNMENT OF BHUTAN  
Ministry of Finance  
HUMAN RESOURCE DIVISION

**BHUTAN**  
Believe

Ministry of Agriculture and Livestock	Office of the Secretary	Finance Division		P5B	1
National Center for Hydrology and Meteorology	Secretariat Services	Procurement Services		P5B	1
National Medical Services	Department of Medical Products	Quantification and Procurement Division(QPD)		P5B	2
National Medical Services	Procurement Division	Procurement Division		P5B	1
Total					18

The Interested candidates fulfilling the eligibility criteria given below may apply for the above vacancies through Zhiyog Recruitment System (ZRS) via the following link from March 08-18, 2024.

1. (Applicant Registration): <https://jobs.rcsc.gov.bt/Application/VacancyDetail/2042/21>

**\*\*\*Please note that applying through ZRS will automatically consider you for all the positions announced above. However Placement will be determined by merit ranking. The top-ranked candidate will be given the opportunity to choose their preferred choice of position. If the selected candidate declines, the opportunity will be extended to the next candidate in line.**

**Eligibility Criteria:**

- I. Only those candidates who have appeared for BCSE 2023 are eligible to apply.
- II. The candidates should have a minimum score of 50% and above in their BCSE 2023 Examination.
- III. Should have appeared the Finance Service Category Examination in BCSE 2023.
- IV. Should have a Bachelors Degree in the field of Business and Commerce (B.com or BBA).
- V. Candidates should not have any pending disciplinary actions or criminal charges against them.

**Employment Status**

On Consolidated Contract w.e.f April 01, 2024 to March 31, 2027 for 3 years (**Extendable**)



དངུལ་རྩིས་ལྷན་ཁག།  
**ROYAL GOVERNMENT OF BHUTAN**  
Ministry of Finance  
**HUMAN RESOURCE DIVISION**

**BHUTAN**  
Believe

Documents required for submission in the ZRS:

- i. Copies of BCSE 2023 Result.
- ii. Copy of Identity Card
- iii. Medical certificates issued by a competent RGoB medical doctor (original)
- iv. Valid Security Clearance certificate (HRD will verify online)
- v. No Objection Certificate, if employed

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



**HUMAN RESOURCE DIVISION**