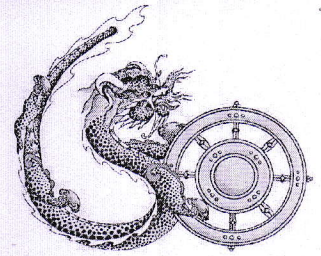




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 ROYAL GOVERNMENT OF BHUTAN
 DZONGKHAG ADMINISTRATION
 SARPANG: BHUTAN



HR Section

SD/Zheyog-02/2019-2020/ 3004

December 2, 2019

VACANCY ANNOUNCEMENT

The Dzongkhag Administration, Sarang is pleased to announce the following vacancies:-

Sl No	Positio Title	Position Level	No of Slots	Minimum qualification required	Type of appointment	Placement/remarks
1	Matron	S5A	1	Class XII	Consolidate contract 2 years	Norbuling CS
2	Adm Assistant	S5 A	1	Class XII	Consolidate contract 2 years	Jangchubling LSS
3	Lab Assistant	S5 A	1	Class XII	Consolidate contract 2 years	Chuzagang PS
4	ECCD facilitator	S5 A	6	Class XII	Consolidate contract 2 years	
5	Bus Driver	O4	2	Class VIII	Consolidate contract 2 years	Norbuling Central School Dekiling MSS
6	Caretaker	ESP	1		Consolidate contract 2 years	Pelrithang MSS
7	Cleaner	ESP	1		Consolidate contract 2 years	Sarpang Hospital

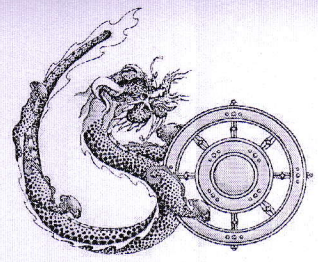
Documents required:

1. Filled Civil Service Employment Application Form (Annexure 4/1 of BCSR 2018).
2. Valid online Security Clearance Certificate.
3. Valid Medical Certificate.
4. Copy of CID.

PABX-365173/365340/FAX-365145, Dzongdag-365100, PA to Dzongda-365261, F-365128 Dzongrab-365194, Adm/HRO-365264/365230, Account Section-365222, Finance-365263/365296, DE-365168, Census Officer-365102, Planning Officer-365146, DEO-365277, Survey-365184, RNR-365174, DMO-365120, DHSO-365159, DMS-365127(www.sarpang.gov.bt)



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ཨྲ་ཁག་བདག་སྐྱོང་གསར་སྤང་།
ROYAL GOVERNMENT OF BHUTAN
DZONGKHAG ADMINISTRATION
SARPANG: BHUTAN



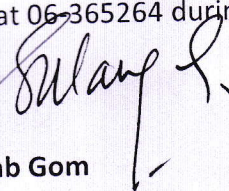
HR Section

5. NOC if already employed from current working agency.
6. Valid driving license for Driver (PD license for Bus Driver) and Class VIII passed Certificate and Mark sheet .
7. Class X & XII Passed Academic Certificate and Mark Sheet for Sl. No. 1,2,3 & 4)
8. All relevant certificates, if any.

Note:

1. Application form can be download from our Dzongkhag Websites www.sarpang.gov.bt.
2. Incomplete submission of documents or documents submitted after deadline will not be accepted.
3. Preferences will be given to those candidates with relevant work experiences and relevant certificate holder.
4. Age limit 18 to 40 and for ESP 18 to 50 years.
5. The shortlisted candidates will be declared in Dzongkhag website by 20th December and interview will be conducted on 24th and result will be out by 25th December 2019.

The interested candidates fulfilling above criteria may apply for the post latest by 3.12.2019 - 13.12.2019 to the HR Section with all the necessary documents. For further details contact HR Section at 06-365264 during office hour.


Dzongrab Gom

Copy to :

1. The Manager, Circulation and Advertisement Division, BBS to kindly announce in English & Dzongkha from 4-5, December 2019 for 2 nights.
2. The Manager, Kuensel Corporation with the request to advertise the above vacancies in English.
3. The Dy.Chief Finance Officer, Dzongkhag Administration, Sarpang for information.
4. The ICTO, Dzongkhag Administration, Sarpang to upload on Dzongkhag website and post on official social media.