



དཔལ་ལྷན་འབྲུག་གཞུང་། རྫོང་ཁག་འདུལ་སྐྱོང་། མོང་རྩ་རྒྱུད་

མི་སྡེ་འཕེལ་སྐྱོང་ཁུངས་

Royal Government of Bhutan
Dzongkhag Administration, Mongar
Human Resource Section



MD/HRS-03/2019-20/6497

10th March, 2020

VACANCY ANNOUNCEMENT

The Dzongkhag Administration, Mongar would like to invite eligible Bhutanese citizens to apply for the following vacant positions on consolidated contract and regular through lateral transfer:

Sl. No	Position Title	Position Level	No. of slot	Min. qualification required	Contract Term	Placement	Remarks
1.	Admin Assistant	S5A-S1A	1	Cl-XII Certificate	-	Administrative Service, Mongar	On Lateral transfer
2.	Building Inspector (BI)	S2A	1	Cl-XII with Diploma in civil engineering	9 months	DHS Sector	Consolidated contract
3.	Backhoe Operator	O4A	1	Class VIII with valid Backhoe license	24 months	Agriculture Sector	
4.	Gardener	ESP	2	Nil/If any	24 months	Dzongkhag Administration	
5.	Electrician	-	1	Cl-X with NC 2 in electrical	-	DHS Sector	Muster Roll
6.	Welder	-	1	TTI pass-out with experience in welding & fabrication works	-	DHS Sector	

Interested pre-service candidates fulfilling the above criteria and in-service civil servants within the same super Structure Group as per BCSR-2018 with minimum required qualification may apply to the Human Resource Section with the following documents latest by **23rd March, 2020.**

1. Civil Service Employment form-Form 4 with 2 recent passport size photographs
2. Copy of updated CV generated from CSIS, RCSC for only serial no.1





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3. Copy of Academic transcript both Cl-XII & Diploma for sl. no. 2, Cl-VIII for sl. no.3 & Cl-X & NC 2 certificate for sl.no. 5
4. Copy of valid Backhoe license for serial no.3
5. Copy of valid CID
6. Copy of valid Audit Clearance for only serial no.1
7. Copy of valid Security Clearance and original medical certificate
8. Copy of No Objection Certificate from employer for serial no.1
9. PE Rating for last two years (**2017-2018 & 2018-2019 ModEx Result**) for only serial no.1
10. Copies of relevant training certificates, if any.

The shortlisted candidates and date of selection interview will be intimated through Tele-phone or upload in the website. For details contact in 04-641205/641611 during office hours or login to www.mongar.gov.bt

***Note: Submission of application documents through email and beyond the stipulated deadline will not be entertained.**

