



འབྲུག་འགྲེམ་རང་སྐྱོང་ཚད་ལྡན་ལས་འཛིན།  
BHUTAN POSTAL CORPORATION LIMITED

**VACANCY ANNOUNCEMENT**

Bhutan Post announces vacancy for the following posts:

Sl. No	Position Title	Qualification	Grade	No. of slot & place of posting	Nature of employment
1.	Procurement Assistant-I	Class XII pass with minimum score of 60 % (English plus best 3 subjects)	13	1 slot: Procurement Unit	Regular
2	Dy. Associate (Accounts)	Class XII pass with 12 to 23 months of Diploma/Certificate in accountancy. (Minimum of 60% in class 12: English plus best 3 subjects)	11	1 slot: ECOM Project Office	Regular
3.	Postal Assistant I	Class XII pass with 60 % ( English plus best 3 subjects)	13	3 slots: POD/ Southern Region/Eastern Region	Regular
4	Asst. Manager	Bachelor's Degree (General) with 60% overall	8	1 slot: Postal Museum	Regular
5	Driver III (Light Vehicle)	Class X pass / class VIII pass with one year or more occupational license (60% in English plus best 4 subjects)	15 or 16 as per qualification	2 slots: Eastern Region/Central Region	Regular
6	Postman III	Class X pass or class VIII pass with two wheeler driving license. (60% in English plus best 4 subjects)	15 or 16 as per qualification	2 slots: Eastern Region /Central Region	Regular
7	Security Guard IV	Class VIII pass (60% in English plus best 4 subjects)	17	1 slot: Phuentsholing	Regular

**GPO. BUILDING, THIMPHU: BHUTAN**

PABX : +975-2-322281 / 77190173, Toll Free : 129, Fax : +975-2-337206

Customer Care : +975-2-334444, Fax : 323108



# འབྲུག་འགྲེམ་རང་སྐྱོང་ཚད་ལྡན་ལས་འཛིན།

## BHUTAN POSTAL CORPORATION LIMITED

Interested Bhutanese nationals may submit applications to Administration & Human Resource Division, Bhutan Post, Thimphu with following documents within April 26, 2019. Relevant experience shall be considered upon submission of experience certificate from previous employer. Candidates with Bachelors degree or higher shall not be allowed to compete for class XII level positions. Application form (available on Bhutan Post website).

1. Academic Transcript
2. Curriculum Vitae
3. Copy of CID
4. Valid Medical Fitness Certificate
5. Valid Security Clearance Certificate
6. NOC from current employer, if employed
7. Certificate of experience, if any.

Short listed candidates will be notified for interview. Original documents should be produced at the time of interview without which candidature will be cancelled. For more information, please visit our website: [www.bhutanpost.bt](http://www.bhutanpost.bt). AHRD may be contacted for further information at 02-322281/Extension: 2004/2005

Management

**GPO. BUILDING, THIMPHU: BHUTAN**

PABX : +975-2-322281 / 77190173, Toll Free : 129, Fax : +975-2-337206

Customer Care : +975-2-334444, Fax : 323108