



འབྲུག་འགྲེམ་རང་སྐྱོང་ཚད་ལྡན་ལས་འཛིན།

BHUTAN POSTAL CORPORATION LIMITED

VACANCY ANNOUNCEMENT

Bhutan Post is pleased to announce the vacancies for the following posts:

Sl. No	Position Title	Qualification	Grade	No. of slot & place of posting	Nature of employment
1.	Dy. Manager	BTech. (4 years) obtained from a recognized university through regular (full time) program.	7	1 slot: ICTD	Regular
2.	Asst. Manager	Bachelor's Degree (General) with 60% overall obtained from a recognized university through regular (full time) program.	8	1 slot: Western Region	Regular
3.	Asst. Manager	B Com with 60% overall obtained from a recognized university through regular (full time) program.	8	1 slot: Finance Division	Regular
4.	Asst. Manager	B Com / BBA with 60% overall obtained from a recognized university through regular (full time) program.	8	1 slot: Philately Division	Regular
5.	Accountant	Diploma in Financial Management with Tally certificate	11	2 slots: Finance Division	Regular
5.	Postal Assistant I	Class XII pass with 60% (English plus best 3 subjects)	13	5 slots: Western Region(4)/ Philately Division(1)	Regular
6.	Driver	Heavy vehicle with PD License	16	1 slot: P/ling to Kolkata Route	Regular
7.	Security Guard	Nil	17	1 slot: P/ling	Contract

GPO. BUILDING, THIMPHU: BHUTAN

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

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



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Interested Bhutanese nationals may submit applications to Administration & Human Resource Division, Bhutan Post, Thimphu with following documents within November 29, 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 is 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. AHRD may be contacted for further information at 02-322281/Extension: 2021/2005.

Management

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