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 རྫོང་ཁག་བདག་སྐྱོང་། བསམ་གྲུབ་ལྗོངས་མཁར།  
 ROYAL GOVERNMENT OF BHUTAN  
 DZONGKHAG ADMINISTRATION  
 SAMDRUPJONGKHAR

SDA/HRS-07/2023-2024/ 1858

Date: 10<sup>th</sup> November 2023

### Job Vacancy Announcement

The Dzongkhag Administration, Samdrup Jongkhar is pleased to announce the following job vacancies on consolidated contract:

SI #	Position title	Position level	Slots	Qualification	Appt. type	Place of posting	Remarks
1	Junior Engineer (civil)	S2 A	5	Class XII with 2-year Diploma in Civil Engineering	Contract	Samdrup Jongkhar Dzongkhag	For 2 years from 1.1.2024 to 31.12.2025.
2	Building Inspector II	S2 A	1	Class XII with 2-year Diploma in Civil Engineering	Contract	Samdrup Jongkhar Dzongkhag	Contract term will be renewed based on performance.
3	Caretaker	ESP	1	NA	Contract	Phuntshothang Gewog	

Therefore, interested candidates fulfilling the above criteria may submit application with following documents via "Zhiyog Recruitment System" (<https://jobs.rcsc.gov.bt>) before **30<sup>th</sup> November, 2023**.

1. Class XII Academic and Diploma Transcripts/Mark sheets for relevant posts (SI # 1-2).
2. Valid on Security Clearance Certificate
3. Valid Medical Fitness Certificate
4. Valid Citizenship ID Card
5. No Objection Certificate from Employer, if employed.
6. Age limit for employment-18 to 45 years for ESP
7. Any other relevant/experience certificate.

**Note for recruitment schedule:**

- ✓ Vacancy announcement from 13 to 15<sup>th</sup> November 2023.
- ✓ Application submission via ZRS from 15<sup>th</sup> to 30<sup>th</sup> November 2023 (last date of submission on 30.11.2023).
- ✓ Documents verification from 1<sup>st</sup> to 14<sup>th</sup> December 2023.
- ✓ Short listed candidate announcement on 15<sup>th</sup> December 2023.
- ✓ Interview date on 20<sup>th</sup> December 2023 at DYT Hall, Samdrup Jongkhar Dzongkhag.
- ✓ Declaration of selection interview result on 21<sup>st</sup> December 2023.
- ✓ Drug test, orientation, contract signing and completion appointment formalities with HRS and concerned sector on 28<sup>th</sup> December 2023.
- ✓ Appointment date and report to duty station on 1<sup>st</sup> January 2024.

Tel (PABX): +975-07251080, (DashoDzongdag) 251131 Fax: 07-251158  
 Website: [www.samdrupjongkhar.gov.bt](http://www.samdrupjongkhar.gov.bt)



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For details contact in 07-251400 during office hours or login to [www.samdrupjongkhar.gov.bt](http://www.samdrupjongkhar.gov.bt).

(Chime Tenzin)

Dy. Chief HR Officer

Copy to:

1. CEO (Advertisement Section), BBS, Thimphu to kindly advertise the above vacancy from 13<sup>th</sup> to 15<sup>th</sup> November 2023 and submit the bill for payment.
2. Dasho Dungpa, Samdrup choling Dungkhag.
3. Dzongkhag Engineer, Samdrur Jongkhar Dzongkhag.
4. Finance Officer, Samdrup Jongkhar Dzongkhag.
5. ICTO, S/Jongkhar Thromde to upload the vacancy announcement in Dzongkhag's web site.
6. Dzongkhag Notice Board.