



དངུལ་རྩིས་སྒྲན་ཁག།

ROYAL GOVERNMENT OF BHUTAN
Ministry of Finance
HUMAN RESOURCE DIVISION

BHUTAN
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MoF/HRD/2(5)/2024/1093

May 21, 2024

VACANCY ANNOUNCEMENT

The Ministry of Finance is pleased to announce the vacancy for 8 Asst. Procurement Officers on consolidated contract for 3 w.e.f June 15, 2024 to June 14, 2027 for 3 years (**extendable**) as detailed below:

Sl. No	Ministry/Agency	Department /Agency	Division/Section	Position Title	Position Level	Slots
1	Gasa Dzongkhag	-	Procurement Services	Asst. Procurement Officer	P5B	1
2	Ministry of Home Affairs	Office of the Secretary	Finance Division			1
3	GovTech Agency	-	Procurement Services			1
4	Ministry of Agriculture and Livestock	Office of the Secretary	Finance Division			1
5	National Center for Hydrology and Meteorology	Secretariat Services	Procurement Services			1
6	National Medical Services	Department of Medical Products	Quantification and Procurement Division			2
7	National Medical Services	-	Procurement Division			1
Total						8

The Interested candidates fulfilling the eligibility criteria given below may apply for the above vacancies through Zhiyog Recruitment System (ZRS) via the following link from March 21-31, 2024.



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1. (Applicant Registration): ([Click here to Apply](#))

*****Please note that applying through ZRS will automatically consider you for all the positions announced above. However Placement will be determined by merit ranking. The top-ranked candidate will be given the opportunity to choose their preferred choice of position. If the selected candidate declines, the opportunity will be extended to the next candidate in line.**

Eligibility Criteria:

I. Should have a Bachelor's Degree in the field of Business and Commerce (B.Com or BBA).

Documents required for submission in the ZRS:

- i. Copies of Academic transcripts
- ii. Copy of Citizenship Identity Card
- iii. Copy of a Valid Medical Fitness certificate
- iv. Valid Security Clearance Certificate (HRD will verify it online)
- v. No Objection Certificate, if employed.

For further clarification, please contact HRD, MoF at 00975-2-322268/321568 during office hours.



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