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ཇོ་མོ་གླང་པོ་བཅའ་སྡེ་

DZONGKHAG ADMINISTRATION, SAMTSE

A prosperous community living in harmony with diverse culture and safe environment



SDA/HRS-05/2023-2024/450

Date: 02/02/2024

VACANCY ANNOUNCEMENT

The Dzongkhag Administration, Samtse is pleased to announce the vacancies for various posts to be appointed with effect from 1st April, 2024. Therefore, the interested applicant's age between 18 - 50 year fulfilling the eligibility criteria may apply online using "Zhiyog Recruitment System" via link <https://jobs.rcsc.gov.bt/> from 2nd February, 2024. Any documents in hard copy within or after the deadline shall not be accepted. The details for vacancies are as follows:

Sl No.	Position Title	Position Level	Employment Type, dutatio	Place of posting	Qualification	No. of Slot
1	AE/JE (Civil)	S2A	Regular	Engineering & Human Settlement Sector	Diploma in Civil Engineer	8
2	JE (Electrical)	S2A	Regular	Engineering & Human Settlement Sector	Diploma in Electrical Engineer	1
3	Multi-Trade Technician	S3A	Regular	Engineering & Human Settlement Sector	VTI passout /equivalent	6
4	Administrative Asst.	S5A	Contract, 24 months	Peljorling HSS/Norbugang PS	Class XII	2
5	Store Assistant	S5A	Contract, 24 months	Tendruk CS	Class XII	1
6	Science Lab. Asst.	S5A	Contract, 24 months	Peljorling HSS/Gomtu HSS/Dorokha HSS/ Sherubgatshel MSS	Class XII with science background	4
7	Library Asst.	S5A	Contract, 24 months	Tendruk CS/Gomtu HSS/Dorokha HSS	Class XII	3
8	Warden	S5A	Contract, 24 months	Sherubgatshel MSS & Dorokha LSS	Class XII Pass	2
9	Matron	S5A	Contract, 24 months	Sengdhyen LSS & Dorokha LSS	Class XII Pass	2
10	ECCD Facilitator	S5A	Contract, 24 months	Phendeygang Centre/Majuwa2Centre/Rajaruk Centre/Choksa Centre	Class XII Pass	4
11	Caregiver	O4A	Contract, 24 months	Sherubgatshel MSS/Denchukha LSS/Dorokha LSS/Namgaychoeling PS/Mindruling PS	Class X	5
12	Cook	GSP	Contract, 24 months	Dorokha HSS/Sengdhyen MSS/Denchukha LSS/Nangladang PS	Not required	4
13	Caretaker	ESP	Contract, 24 months	Dzongkhag Administration (Cremation ground)/Ugyentse Goeg	Not required	2
14	Water Caretaker	ESP	Contract, 24 months	Dz. Municiple Office	Not required	1
15	Sweeper	ESP	Contract, 24 months	Norbugang CS/Denchukha LSS/Norbugang PS/Gayshingoan PS	Not required	4
16	Handy boy	ESP	Contract, 24 months	Engineering & Human Settlement Sector	Not required	1



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The applicants are required to upload the following documents.

1. Copy of valid Citizenship Identity Card.
2. Copy of Security Clearance Certificate valid at the time of submission.
3. Copy of Medical Fitness Certificate valid for six months issued by a competent RGoB medical doctor.
4. Copy of Academic Transcripts of class X and XII for Sl. No. 4 to 10 and for Sl. No 11, VIII and X.
5. No Objection Letter from the employer if employed.
6. Any other relevant certificate.

Note: The applicants with aggregate of 55% and above in both X and XII may apply for the following posts (Sl. No. 4 to 10). (For the post of Caregiver, the aggregate of 55 % and above in class X and pass certificate of class VIII may apply).

For any clarification you may contact at this number 05365546 during office hours.


(Pema Lhamo)
HR Officer

Copy to:

1. Dasho Dzongdag/Dzongrab, Dzongkhag Administration, Samtse for kind information.
2. Chief DE/Chief DEO, Dzongkhag Administration, Samtse for kind information.
3. Office Copy.