



# དཔལ་ལྷན་འབྲུག་གཞུང་།

## བསམ་ཚེ་རྫོང་ཁག།



SD/HR-2/2019-2020/ail

23/07/2019

The Dzongkhag Administration, Samtse is pleased to invite applications from the eligible candidates for the following vacant positions to be recruited on consolidated contract;

Sl.n	Position Title	Slot	PL	Qualification	Contract duration	subjects	Placement
1	Store Assistant	1	S5 A	Class XII	2 Years	Relevant certificates in IT courses, IT in class X & XII	Sengdhen LSS
2	IT Lab Assistant	1	S5 A	Class XII with relevant subject	2 Years		Namgaychholing PS,
3	Administrative Assistant	1	S5 A	Class XII	2 Years		Soeltapsa PS, Tashithang PS, Sherubgatsel LSS
4	School Bus Driver	1	O4 A	Class VIII	2 Years	General with 3 years experience	Gomtu HSS
6	Sweeper	6	ESP	NA	2 Years	NA	Gomtu HSS, Panbari PS, Khandothang PS, Bukey PS, Tabadramtoe PS, Ugyentse PS, Kyidsa PS
7	Substitute Teacher	3	P5 B	Bachelors Degree	4 to 5 months	3 General	Phuntshopelri PS, Dorokha CS, Gomtu HSS
8	Caretaker/Night Guard	2	ESP	NA	2 Years	NA	Gomtu HSS, Samtse LSS
9	Matron	1	S5 A	Class XII	2	General	Dorokha CS

*[Signature]*  
 Human Resource Officer  
 Dzongkhag Administration  
 Samtse

PS, Kyidsa  
 PS, Ugyentse  
 PS, Tabadramtoe  
 PS, Bukey  
 PS, Khandothang  
 PS, Panbari  
 PS, Gomtu HSS

					Years		
10	Warden	1	S5 A	Class XII	2 years	General	Norbugang CS
11	Cooks	24	GSP	NA	2 Years	NA	Various schools
12	NCT	2	P5 C	Bachelors Degree with relevant subject	1 to 2 years	Maths, General	Peljorling HSS, Sangagchholing LSS

Interested and eligible candidates between the age of 18-50 may apply for the post with the following documents to HR office latest by 29<sup>th</sup> July 2019 during office hours:

- I. Duly filled RCSC Employment Application Form( Original with passport size photo attached)
- II. Copy of class X, XII & Degree certificates as per the post
- III. Security Clearance
- IV. Copy of Medical Certificate
- V. CID copy
- VI. No Objection Certificate if employed

Sincerely,

  
Karma Yangzom

**Sr. Human Resource Officer**