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ROYAL GOVERNMENT OF BHUTAN
Cabinet Secretariat
Gyaljong Tshogkhang

BHUTAN
Believe

CS/HRS(01)/2025/593

20 May 2025

VACANCY ANNOUNCEMENT

The Cabinet Secretariat is pleased to announce the following vacancies for the Construction Quality Squad Office under Cabinet Affairs & Strategic Coordination (OCASC) Division, on a contract for the duration of two years:

Sl no.	Position Title	Slots	Qualification	Work Experience
1	Civil Engineer (P5- P4)	1	Degree in Civil Engineering	Entry level but experience in Construction Projects (Road Works) is preferred. Remuneration based on experience
		2		Entry level but experience in Construction Projects (Building Construction Works) preferred. Remuneration based on experience
2	Junior Engineer (S2-S1)	1	Diploma in Electrical Engineering	Entry level, but experience in Electrical work is preferred. Remuneration based on experience
		2	Diploma in Civil Engineering	Entry level, but experience in Civil works is preferred. Remuneration based on experience

Application Deadline:

Interested and eligible candidates fulfilling the above criteria may submit their applications on or before **2 June 2025, 5:00 PM** to the Human Resource Services, Cabinet Secretariat, Langjophakha, Thimphu. (TOR attached)

Documents Required:

1. Application with detailed Curriculum Vitae (CV)
2. Copies of Academic Transcripts and Certificates
3. Copy of valid Citizenship Identity Card
4. Valid Medical Fitness Certificate
5. Valid Audit clearance certificate if applicable.
6. Valid Security Clearance Certificate
7. No Objection Letter, if employed;
8. Relevant Training Certificates; and
9. Letter of Experience (if any)

Note: Only shortlisted candidates will be contacted for the next stage of the recruitment process.

For further information, please contact Ms. Tshering Wangmo at 17699821 and Mr. Sangay Phurpa, at 17649080 during office hour.

Human Resource Services, Cabinet Secretariat.