



CS/HRS(01)/2025/559

29th April 2025

VACANCY ANNOUNCEMENT

The Cabinet Secretariat is pleased to announce the vacancies for the post of Dy. Chief Planning Officer as detailed below:

| Sl. No. | Position Title/Level | Minimum Qualification | No. of slot | Super Structure | Service | Place of posting |
|---------|----------------------------------|-----------------------|-------------|-------------------------|------------|----------------------------|
| 1 | Dy. Chief Planning Officer, P2 A | Bachelor's Degree | 1 | Administrative Services | In-Service | PPD, Punakha Dzongkhag |
| 2 | | | 1 | | | PPD, Pemagatshel Dzongkhag |

Eligibility Criteria for Open Competition:

1. The applicant must currently be serving at one position level below the announced level (**P3A**);
2. Must have completed a **minimum of two years of active service** in the current position level;
3. Must have obtained a **performance rating of "Very Good" or higher** for the past **two years**.

Application Procedure:

Interested and eligible civil servants are required to submit their application **on or before 14th May 2025** to along with the following documents to twangmo@cabinet.gov.bt.

1. Application
2. Updated Curriculum Vitae generated from ZEST
3. Performance Appraisal for the last two years (FY 2022–2023 & 2023–2024)
4. Valid Security Clearance Certificate
5. Valid Audit Clearance Certificate
6. NOC form working agencies

Incomplete submissions or applications received after the deadline will not be considered. For any inquiries, contact Tshering Wangmo, HRS, phone no. 17699821 during office hours.

Human Resource Service