H-01/2021-2022/1289 October 20, 2021

**VACANCY ANNOUNCEMENT**

The Office of the Prime Minister & Cabinet, Gyalyong Tshogkhang is pleased to announce the vacancy for the following post for in-service recruitment:

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| --- | --- | --- | --- | --- |
| **Post** | **Position Level** | **No. of Slot** | **Qualification** | **Place of posting** |
| Chief Administrative Officer | P1 A | 1(One) | Bachelor’s Degree | Administration and Finance Division (AFD), Cabinet Secretariat. |

Interested in-service Civil Servants who meet the eligibility criteria may apply. For the eligibility criteria, kindly refer section 13.7.4 of the Promotion Rules and Regulations, BCSR 2018, available on the RCSC website.

Applicants with relevant qualification/training and work experience shall be given preference for the purpose of short listing. Application along with Curriculum Vitae (CV) must reach HR Officer, HR Services, Cabinet Secretariat **latest by 3rd November, 2021.**

**Kindly note that the** **applicants will be shortlisted based on the eligibility as per the Super Structure Group.**

For further information please contact Human Resource Officer in person over the tele# 336667 during office hours.