



དཔལ་ལྷན་འབྲུག་གཞུང་།  
རྒྱལ་གཞུང་གི་གཞི་གཞི་ལྷན་ཚོགས།  
ROYAL GOVERNMENT OF BHUTAN  
ROYAL CIVIL SERVICE COMMISSION  
*Excellence in Service*



RCSC/EMD/COM/1/2015/

December 1, 2015

**VACANCY ANNOUNCEMENT**

The Royal Civil Service Commission is pleased to announce the following vacancy for in-service civil servant:

Position Title : Executive Secretary  
Position Level : EX3 A  
Minimum Qualification required : Bachelors Degree  
Agency : Gelephu Thromde

Interested civil servant, who meets the Eligibility Criteria under Section 13.7.3.2 of the BCSR 2012, may apply.

Application along with Curriculum Vitae (CV Template enclosed) must reach the RCSC Secretariat latest by **December 15, 2015**. Applicants with **relevant qualification/training, experience and belonging to relevant sector** will be given preference for purpose of short listing.

For further information/clarification, please contact Tashi Chozom or Louise Monger, Human Resource Officer, Executive Management Division, RCSC Secretariat at telephone number 322491/322954/322956 (Extn. # 121/105) during the office hours or email at [emd@rcsc.gov.bt](mailto:emd@rcsc.gov.bt)