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ROYAL GOVERNMENT OF BHUTAN

རྒྱལ་ཡོངས་ཨ་མ་སྲུང་ལ་ལོ་ལོ་ལྷན་ཚོགས།

NATIONAL COMMISSION FOR WOMEN AND CHILDREN

Making a difference



Date : January 29,2020

**Vacancy Re- Announcement (Lateral Transfer)**

The National Commission for Women and Children (NCWC) is pleased to re-announce the vacancy post on lateral transfer following position:

Sl.No.	Position Title	Position Level	Qualification	No. of Slots.	Division Agency/Location
1.	Program Officer	P4A	Bachelor's Deg(minimum), PGDPA	1 No.	Children's Division, NCWC :Thimphu

All interested eligible in-services Civil Servants who meet the eligibility criteria may apply based on the following :

1. Eligible candidates who wish to apply must be in the same Super Structure group ie. **“Administrative Services ”**
2. The eligibility candidates are asked to submit the following documents :

- a) Application addressed to Director, NCWC
- b) Detailed Curriculum Vitae/Resume
- c) Updated CSIS system generated CV issued by Agency HRO
- d) Academic Transcripts and Certificate for Bachelor's Degree (Master's Degree if any)
- e) Copy of any other relevant Certificates of Merit/Trainings
- f) Performance Ratings for FY 2017-18 and FY 2018-2019 (moderated results)
- h) Provisional No Objection letter from current Supervisor
- i) Valid online Security clearance certificate
- j) Valid online Audit clearance certificate all documents have to submitted in hard copy to the HR Services, Secretariat Services, NCWC

All documents have to submit in hard copy to the HR services, Secretariat Services, NCWC latest by 12<sup>th</sup> February, 2020.

All interested in-service civil servants who meet the eligibility criteria may apply and for further details visit our website [ncwc.gov.bt](http://ncwc.gov.bt)