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ROYAL GOVERNMENT OF BHUTAN
ROYAL CIVIL SERVICE COMMISSION
Excellence in Service



RCSC/CSED-1/2024-25/ 139

June 11, 2024

ANNOUNCEMENT FOR BHUTAN CIVIL SERVICE EXAMINATION (BCSE) 2024

The Royal Civil Service Commission is pleased to announce the schedule ([Click here for BCSE 2024 overall schedule](#)) and information for the Bhutan Civil Service Examination (BCSE) 2024 for the recruitment of university Graduates in the Professional and Management Category (PMC) into the Civil Service from January 2025.

The details of the BCSE 2024 are as follows:

A) EXAMINATION DETAILS

STAGE I: PRELIMINARY EXAMINATION (PE)

1. The objective of the Preliminary Examination (PE) is to shortlist candidates for the Main Examination and ensure the minimum standard of a candidate.
2. A candidate shall be permitted to appear PE for an unlimited time, provided they meet the age requirement of 35 years for pre-service/45 for in-service existing civil servant candidates, as on the last date of online registration. In-service candidates who have attained 35 years of age and above but have not attained 45 years of age are requested to fill out this form ([Click here to download the form](#)) and send it to bcse@rcsc.gov.bt along with a copy of your Citizenship Identity Card, and **complete your e-registration upon receipt of the intimation from the RCSC.**
3. Preliminary Examination Papers shall be common to all categories of graduates.
4. The Preliminary Examination (PE) shall be objective-type questions to test the English and Dzongkha communication skills, logical and analytical, problem-solving, data interpretation abilities, and General awareness/current affairs of the candidates.
Note: The BCSR 2023 has added General Awareness/Current affairs as an additional parameter and the question pattern shall be as follows with 20 questions each.
 - English communication skills
 - Dzongkha communication skills
 - Problem Solving, Logical, and analytical ability
 - Data interpretation ability
 - General Awareness/Current Affairs
5. Only those candidates who achieve the minimum cut-off marks, decided by the Commission, shall be eligible to sit for the Main Examination (ME).
6. Marks obtained in the Preliminary Examination shall not be carried forward to the Main Examination and shall be valid only for that particular year.



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- An optical Mark Reader (OMR) answer sheet shall be used for answering the Preliminary Examination.

STAGE II: MAIN EXAMINATION (ME)

- The objective of the ME is to test the candidate's core competencies and subject/general knowledge for the final selection.
- A candidate shall be permitted to appear ME for an unlimited time provided they meet the age requirement of 35 years for pre-service/45 for all in-service existing civil servants candidates.
- Candidates appearing ME shall be grouped under the following categories of the BCSE:
 - Administrative Service;
 - Finance Service;
 - Dzongkha;
 - PGDE;
 - B.Ed. Graduates (Primary/Secondary);
 - Technical Service;
- The ME shall consist of the following three parts with the corresponding weightage for merit ranking, selection and placement
 - Part I: Academic Achievement (AA) - 20% (B.Ed) and 10% (Other Categories)
 - Part II: Written Examination (WE) - 60% (B.Ed) and 70% (Other Categories)
 - Part III: Viva Voce (VV) - 20%
- Written Examination

The written examination of the ME shall consist of the following papers as per the BCSR 2023.

Paper/ Categories	B.Ed	Administrative/ Finance/ Education (PGDE)	Dzongkha	Technical
Paper I	Dzongkha Language	Dzongkha	Dzongkha Language & General Knowledge	Language and General Knowledge
Paper II	English Language	English & General Knowledge	English Language & Current Affairs	General Subject Knowledge (Common to subject groups)
Paper III	Teacher Aptitude Test	Bhutan and its (i) Socio-Political Institutions and (ii) Socio- Economic Development (Common paper for all Categories)	Buddhist Studies	Subject Specialisation paper (For specific position)



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6. Weightage of Papers

The weightage for the written examination which carries 60% (B.Ed) and 70% (Others) of the ME shall be as follows as per BCSR 2023.

Paper/Categories	B.Ed	General/Technical/Dzongkha
Paper I	15%	15%
Paper II	15%	15%
Paper II	30%	40%

B) ACADEMIC REQUIREMENT

1. Have a minimum of a Bachelor's Degree, a full-time on-campus course meeting the requirements of the minimum contact hours, and of at least, three years duration from an Institute recognized by the competent authorities in any relevant field.
2. Candidates from Shedras, who are awarded equivalent Bachelors/Masters Degree;
3. With a minimum of two-year Bachelors Degree acquired with a minimum of Class X and Certificate/Diploma of two years or more, if duly validated by the Royal University of Bhutan/Bhutan Accreditation Council/Bhutan Medical and Health Council and other similar authorities empowered by an Act of the Parliament.
4. Meet the following subject requirements:
 - a) **Administrative Service:** Minimum of a Bachelor's Degree in any field.
 - b) **Finance Service:** Minimum of a Bachelor's Degree in Commerce/ Economics (Honours)/ Economics (Majors)/Business Administration/Business Management.
 - c) **Education Service (PGDE):** Minimum of a Bachelor's Degree/Masters Degree with at least one relevant subject prescribed for the Bhutanese School Syllabus or Higher Educational Institute Programme.
 - d) **Technical Service:** Minimum of Bachelor's Degree in the relevant field of specialization for the position announced, and a minimum of PGDNL for law graduates.
 - e) **Dzongkha:** Minimum of a Bachelor's Degree in Dzongkha/Buddhist Studies.
 - f) **B.Ed.:** Minimum of Bachelor of Education (B.Ed)



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C) REGISTRATION PROCESS

1. All the graduates wishing to appear for the BCSE and join the Civil Service shall register online. For registration visit the website at <https://bcse.rcsc.gov.bt/Login>
2. The BCSE Online system shall remain open from June 11 - July 11, 2024.
3. Graduates with PGDNL who aspire to join the Civil Service must register and appear the PE and achieve the minimum pass percentage, and appear the “Common Examination fo Legal Officer” conducted by BAR Council of Bhutan to be eligible for selection and appointment the Civil Service.
4. B.Ed and MBBS who are exempted from PE are required to register for the BCSE during the online registration phase;
5. Until you receive an e-admit card, your registration is considered as DRAFT, and shall not be deemed SUBMITTED. Ensure you receive the e-admit card to confirm your registration.
6. The guide to the registration Process is available at:
<https://www.facebook.com/rcscbhutan/videos/603032405227311>
7. Registered candidates shall be provided with ALL necessary information on the venue, and date & time of the Preliminary Examination (PE) on the RCSC website 10 days before the examination.

D) VENUE FOR PRELIMINARY EXAMINATION (PE)

The RCSC will facilitate the conducting of the PE in Mongar besides Thimphu for the convenience of the candidates. However, this option is subject to registration of a minimum required number of graduates opting to appear for the PE in Mongar. As such, the RCSC shall make an announcement on our website on or before 24th July, 2024 whether the PE will be conducted in Mongar, as an alternative venue or not.

E) DOCUMENT VERIFICATION

Candidates who qualify through the Preliminary Examination shall be required to report in person for verification and confirmation for the Main Examination in Thimphu in the month of September as per the day wise schedule with the following documents in original as well as a complete set of photocopies:

- Valid Bhutanese Citizenship Identity Card;
- Academic transcript of semester-wise/year-wise or in the consolidated statement of marks;
- Security Clearance Certificate which will be verified by the official on duty;
- A graduate in the medical and health profession shall produce a certificate of registration/internship completion letter from the Bhutan Qualification and Accreditation Council Authority.
- One recent passport photograph;
- Four legal stamps;



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- A copy of the witness's valid Bhutanese Citizenship Identity card is needed for your Letter of Undertaking.

F) SELECTION AND PLACEMENT

1. The final selection and placement of the BCSE candidates into the Civil Service shall be based on the following:
 - Obtained a minimum of 50% score in the Main Examination;
 - Merit ranking of the Main Examination result of category; and
 - Availability of vacancies.
2. In case there are tie-ranks in the final result of the Main Examination for a single vacancy or the last vacancy available, a candidate with the higher score in the Written Examination will be selected for the vacant position and subsequently by the Viva Voce score if there is a need to further break the tie in the Written Examination scores.
3. An administrative fee of Nu. 2000 (Two Thousand only) shall be charged to those candidates who withdraw their selection in between the signing of the confirmation and the oath-taking ceremony to cover the administrative cost incurred for conducting the selection and placement process again.
4. After the declaration of the result, those selected candidates are required to undergo a mandatory pre-employment drug test conducted in all the Dzongkhags and Thromdes. The Drug Test result is a mandatory document required to be produced during the time of the conduct of selection, placement, and appointment.
5. Submit the valid Medical Certificate issued by the hospitals during the selection, placement, and appointment.

G) OTHER IMPORTANT NOTE

1. Medical and Health profession graduates are required to complete their internship by 31st December 2024 to be eligible to appear for the BCSE 2024.
2. Certificate of Merit (if any) should be produced in original and submit a complete set of photocopies during the time of Viva Voce only.
3. The RCSC shall not accept any document that has inconsistent information about the candidate, particularly the "Name" of the candidate and the "date of birth".
4. Registration of applicants for the Main Examination with incomplete documents will not be accepted, even after securing the minimum pass mark from PE.

For any clarification, please contact the Civil Service Examination Services @ 77193226, 77115853, 77193225 during office hours OR email us at bcse@rcsc.gov.bt.