



ཚེང་འོག་བདག་སྐྱོང་ ལྷ་མོའི་རྫིང་ཁ།  
**GEWOG ADMINISTRATION**  
**LHAMOYZINGKHA: DAGANA**



GLZ/Adm-03/2021-2022/ 070

Date: 23/08/2021

**Vacancy Announcement**

The Gewog Administration is please, to announce the vacancy for the post of Gaydrung/Adm. Assistant in the Gewog Administration, Lhamoizingkha on contract system. This is in line with clauses No: 350 and 374 of the Local Government Rules and Regulation 2012.

Sl. No.	Position Title	Major Occupation Group	Minimum Qualification	Vacant Positions/Slot	Type of recruitment	Age
1	Gaydrung, (Adm. Assistant.)	Administrative and Support Service	Class XII passed.	1	Contract	Above 18 yrs an below 40 yrs.

**Interested eligible candidates may apply for the above vacant post with following documents, to the Gewog Administrative Officer's Office on or before 06<sup>th</sup> September 2021. Preference will be given to candidates with IT Skills and high Dzongkha proficiency.**

1. Dully filled Civil Service Employment Application form (Annexure 4/1, [www.rcsc.gov.bt](http://www.rcsc.gov.bt))
2. Two numbers of recent Photograph & legal stamp
3. Academic certificate of Class X and Class XII with mark sheet.
4. Citizenship Identity Card (copy).
5. Security clearance
6. Medical Fitness Certificate (valid for 6 months).
7. No Objection Certificate, if employed and
8. Married Certificate, if married.
9. Curriculum vita.

All the original documents have to be produce during the interview for Verification. For any clarification, please contact Adm. Officer, at 17887250 during office hours.

(Soram Chogay)  
**Gewog Administrative Officer**



- CC: **Gewog Administrative Officer**  
 1) Dashi Drunpa Gup/HRO/Accountant for kind information & Necessary Support.  
 2) Dzongkha Officer to Upload in the Dzongkhag Website for Public Notification.  
 3) Gewog/Chiwog & Thromde Notice boards for General Notification.  
 4) Office Copy