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ནང་ཁྲིད་ལྷན་ཁག་འགྲིམ་ཚོས་རྫོང་།

ROYAL GOVERNMENT OF BHUTAN
MINISTRY OF HOME AFFAIRS, TASHICHHODZONG



NGA/HRM-02/20250-26/1260

April 14, 2026

VACANCY ANNOUNCEMENT

The Ministry of Home Affairs is pleased to announce the vacancy for the position of Senior Dzongrab through open competition (Position Level: P2A to P1A) as detailed below:

Sl. No.	Position Title/Level	Minimum Qualification	No. of slot	Super Structure	Service	Place of posting
1	Sr. Dzongrab/ P1A	Bachelor's Degree	1	Administrative Services: (<i>However, as approved by RCSC, eligible P2 Cultural Officers, Language Development Officers and DT Secretaries may also apply</i>)	In-Service	Samdrup Jongkhar Dzongkhag.

Eligibility Criteria

- Candidates must fulfill the requirements specified in Section 11.7.3 of the BCSR 2023 and Dzongrab's job descriptions (available at www.rcsc.gov.bt).
- However, RCSC, vide its letter no. RCSC/LTD/1/COM/2024/735 dated September 19, 2024 has granted an exception to consider P2 civil servants with one "Very Good" rating in recent two years to be eligible for P1M positions. This waiver will remain in effect until the moderation deadline for FY 2025-2026 in line with the directives.

Required Documents:

Interested and eligible candidates are requested to submit the following documents to the HRD Division at hrd@moha.gov.bt by April 29, 2026:

1. Letter of intent(application) with contact number and email address.
2. Updated CV generated from ZEST, verified by the respective HRO.
3. Moderation/performance scores for the last two years, verified by the concerned HRO.
4. Valid Security Clearance Certificate (*HRD will verify online*).
5. Valid Audit Clearance Certificate (*sought for the purpose of Interview: HRD will verify online*).

HRD Telephone # 00975-2-322157/323471





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6. No Objection Certificate (NOC) routed through the respective HRC of the working agency (*for applicants parented by MoHA*).
7. No Objection Certificate (NOC) routed through the respective HRC of the working agency and parent agency (*for applicants outside MoHA*).
8. Leadership Potential and Situational Judgment Test (LP&SJT) Certificate (*Psychometric Test Certificate*).
9. Integrity Course Completion Certificate (Level I & II): *Certificate of completion of e-learning course on 'Ethics and Integrity' administered by Anti-Corruption Commission.*
10. Leadership Development Program (LDP) Certificate: *Certificate of completion of Leadership Development Program administered by Royal Institute of Management.*

Notes:

1. Shortlisting of candidates will be based on the submitted list of required documents.
2. Dates for the selection process including the selection interview will be communicated to the shortlisted candidates via email.

For any inquiries, please contact the focal HRO at HRD during office hours or email at hro@moha.gov.bt.



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