



དབལ་ཕྱན་འབྲུག་གཞུང་།
ནང་ཁྲིད་ལྷན་ཁག།
Royal Government of Bhutan
Ministry of Home Affairs



Vacancy Announcement Detail

Vacancy Detail Information

Vacancy Title : Driver

Working Agency : Ministry of Home Affairs

Department/Division/Section : Department of Immigration

Position Title : Driver III

Field : Administration Service

Position Level : O4A

Position Level From : -

Position Level To : -

Min Qualification : Cl. VIII with Certificate in driving

Preferred Field/Subject : Professional Driver License with Authorized Drive type: Bus

Contract Start From : 15-Aug-2026

Contract End On : 14-Aug-2027

Month(s) : 12 **Day(s) :** 0

Appointment Date : 15-Aug-2026

Employment Type : Contract

Category : Normal Recruitment

Pay Scale : 10,550 - 215 - 13,775

Slots : 2

Placement Details/Remarks :

1. Regional Immigration Office, Phuentsholing
2. Immigration Office, Paro International Airport

ZRS Application Page URL

URL: <https://jobs.rcsc.gov.bt/Application/VacancyDetail/12850/105>



Location

Chukha

Paro

Document Required

Class VIII Marksheet

Relevant Training

Field Experience

Medical Fitness Certificate

No Objection Certificate

Application Deadline

Application Start From : 16-Jul-2026

Application Close On : 26-Jul-2026

Contact Information

Focal Officer : Jigme Choki

Focal Tel :

Email : jigmec@moha.gov.bt

Office Tel : +975 2 323741

Shortlisting Criteria

Class VIII : 10%

Relevant Training : 45%

Field Experience : 45%

What will you be working on?

1. Drive/operate the vehicle in a manner that is safe, reliable and efficient.
2. Transport either passengers or goods safely to their destination.
3. Observe and comply with all road safety regulations, health and safety regulations, RSTA Acts and RGoB rules and regulations.
4. Carry out minor repairs and maintenance of the vehicle on a routine basis.
5. Report to the immediate supervisor of any vehicle faults and necessary repairs.
6. Maintain the logbook, movement orders, etc. on a daily basis and renew all necessary documents on time. For example, blue books.
7. Keep the vehicle clean and tidy at all times.
8. Personal presentation, especially when transporting passengers, must be clean, tidy and professional at all times.
9. Carry out any other tasks assigned by the Supervisors.

What we are looking for?

1. Class VIII with a valid driving license; First Aid training is preferred.
2. Communicates effectively in English and Dzongkha; familiarity with other local dialects is a plus.
3. Demonstrates professionalism, courtesy, and a positive approach.
4. Is Physically strong, diligent, and knowledgeable about traffic regulations and routes.
5. Available to work beyond regular hours, including weekends when needed.

About Ministry of Home Affairs

**No
Image**

In pursuance of the Civil Service Reform Act of Bhutan 2022 and RCSC's letter No. RCSC/HRMD/CSR/2022/2272 dated 30 December 2022, the erstwhile Ministry of Home & Culture Affairs (MoHCA) is reorganized and renamed as the Ministry of Home Affairs (MoHA).

Additional Information :

To be the leading organization spearheading the efficient functioning of decentralized administration, upholding the principles of democratic governance which ensures maintenance of law and order; preserves and promotes cultural and spiritual values contributing towards the realization of Gross National Happiness (GNH).

Website URL : <https://www.mohca.gov.bt/>