



**Internal Vacancy Job Application Form**

**Post Applied for:** \_\_\_\_\_

1. Name: \_\_\_\_\_
2. Date of Birth : \_\_\_\_\_ Month \_\_\_\_\_ Year \_\_\_\_\_
3. Personnel No: \_\_\_\_\_
4. Date of Initial Appointment: \_\_\_\_\_
5. Designation & Grade: \_\_\_\_\_
6. Qualification: \_\_\_\_\_
7. Services/Department/Division/Unit: \_\_\_\_\_
8. Email ID & Contact No: \_\_\_\_\_

**9. Work Experience:**

| Designation | Place of Posting | Duration(dd/mm/yy) |
|-------------|------------------|--------------------|
|             |                  |                    |
|             |                  |                    |
|             |                  |                    |
|             |                  |                    |

10. Expression of Interest (Less than 50 words): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**11. List of two Referrees:**

| Sl. No | Name | Organization/Services/Dept | Relationship | Contact detail (Email & Phone #) |
|--------|------|----------------------------|--------------|----------------------------------|
|        |      |                            |              |                                  |
|        |      |                            |              |                                  |



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**Bhutan Power Corporation Limited**

*(An ISO 9001:2015, ISO 14001:2015 & ISO 45001:2018 Certified Company)*

Registered Office, Thimphu

Support Services Division

Human Resources Management Section

Thimphu: Bhutan



**Please attach the following documents with this application form:**

1. Curriculum Vitae
2. A copy of valid Security Clearance certificate (approved online).
3. Relevant Valid Audit Clearance (Interview Purpose).
4. "No Objection Letter" from the respective General Manager/Director.

**I hereby confirm that the information/ documents I have provided in the application are true to my knowledge and belief.**

**I understand that I will be violating a major code of conduct and that I can be prosecuted for perjury if I have intentionally given false information/documents**

**Note:**

1. If any aforementioned documents are missing, the application shall be disregarded. Therefore, the applicant should thoroughly check the documents before submitting.
2. The documents submitted shall not be returned.

**Please submit the application and all the mentioned complete documents to HRMD, HRAD, BPC, HQ, Thimphu before the last date of submission.**

Signature

**Date:**