8/SSD/HRMS/2024/2796 September 12, 2024

**VACANCY ANNOUNCEMENT**

|  |  |  |  |
| --- | --- | --- | --- |
| **Post** | **Grade Offered** | **Minimum Qualification** | **No. of Posts** |
| Assistant Finance Officer | B2/B3 for Fresh graduates | 1. Should have a Bachelor of Commerce / Bachelor of Business Administration (Finance/Accounting) 2. Should have obtained a minimum of 60% in Degree & minimum of 60% in class X + XII (Average)  3. The experience shall be counted after graduation and should be in a relevant field. | 2 |
| B1 for 5-10 years of working experience |
| A3 for above 10 years of working experience |

Bhutan Power Corporation Limited is pleased to invite applications from interested & eligible Bhutanese citizens who are 18 years and above for the following positions:

1. BPC reserves the right to increase the number of intakes or may not take any, depending on the capability of the candidates and their performance in the interview.
2. In case, there are more requirements than the announced posts within 8 months, BPC shall recruit from the merit standby list.

Interested candidates should submit copies of the following documents.

1. Citizenship ID Card.
2. Academic transcripts both consolidated and yearly transcripts of Degree, Class XII, and X.
3. Degree/Provisional Certificate.
4. Class XII School Leaving Certificate/Transfer Certificate/Migration Certificate/Character Certificate for Graduates.
5. Class X School Leaving Certificate/Transfer Certificate/ Migration Certificate/ Character Certificate for Certificate holders.
6. Online Security Clearance Certificate (Check the validity of 1 year).
7. Medical Certificate (check the validity of 6 months). Any overwriting shall not be accepted unless authenticated by the examining doctor.
8. Certificates of special achievements or merits, if any.
9. Experience certificate from the employer(s) if available.
10. No Objection Certificate, if currently employed.

The applicant should apply for the post via the website **layog.bpc.bt** **by 5:00 PM on 4th October 2024**. If any aforementioned documents are missing, the applications shall be disregarded and BPC shall not be responsible for any delay in receiving applications because of internet issues. For further details or clarification, please contact Ms. Sonam Zangmo vai +97517821343 during office hours (9:00 AM-5:00 PM with a lunch break from 1:00 PM-2:00 PM).

(Rinchen Wangdi)

**General Manager**