



**འབྲུག་ཤྲོད་མ་ལས་འཛིན།**  
**Bhutan Power Corporation Limited**  
(An ISO 9001:2015, ISO 14001:2015 & ISO 45001:2018 Certified Company)  
**Registered Office, Thimphu**  
**Corporate Services Department**  
**Support Services Division**  
**Human Resource Management Section**  
**Thimphu: Bhutan**



BPC/SSD/HRMS-22/2024/3222

November 20, 2024

**Internal Vacancy for the position of General Manager, TOMD, TD**

The Support Services Division, Corporate Services Department is pleased to announce the internal vacancy for the post of **General Manager (GM), Transmission Operation & Maintenance Division (TOMD)**. The details of the post are as follows:

The General Manager of TOMD is responsible for the overall operations and maintenance of transmission lines and substations. The responsibilities include carrying out the studies to enhance the operational efficiency and reliability of the transmission system. Also, the need to strengthen the national grid, establish automated substations and perform the power system coordination functions, undertake timely system upgradation, ensure timely completion of activities undertaken, ensure efficient and reliable system performance and inculcate highest safety standards and practices within the division. The GM will manage Transmission Control Centre (TCC), Transmission Operation, Maintenance & Planning Section (TOMPS) and Transmission Operation & Maintenance Sections (TOMs).

**I. Duties and Responsibilities:**

1. Review and streamline the processes and carry out studies and plans to improve the maintenance and operational efficiency, and reliability of the transmission system.
2. Coordinate the operation and maintenance of transmission lines and substations.
3. Strengthen the national grid, establish automated substations and perform the power system coordination functions, undertake timely system upgradation, ensure timely completion of activities undertaken, ensure efficient and reliable system performance and inculcate highest safety standards and practices.
4. Render technical and managerial support/decisions, co-ordinate with other divisions under other departments to accomplish the objectives in the CSP and to achieve the compacts, corporate and departmental targets of Team Appraisal System (TAS).
5. Set up individual KPIs (Key Performance Indicators) of head of centres/offices of TOMD and evaluate the performance annually as per the Employee Appraisal System (EAS).
6. Be responsible for all the audit issues related to TOMD.
7. Lead in activities for preparation of five-year investments plans, annual budget, Energy Forecasting of the TOMD.
8. Plan, optimize and ensure judicious use of allocated budget and resources of TOMD.
9. Build confidence and trust with other divisions of BPC and outside agencies.
10. Encourage team-work and create a conducive work environment and transfer of knowledge to other team members.
11. Any other task as assigned by Director-TD/CEO/Management.





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## **II. Education and Experience Criteria**

- a. Minimum of Degree in Engineering from a recognized institute.
- b. Minimum 12 years of working experience (including a maximum of 18 months of study leave).

## **III. Knowledge, Skill and Abilities criteria**

- a) In-depth knowledge of the transmission system of Bhutan.
- b) Ability to leverage technology for utility development.
- c) Ability to create motivated teams of professionals.
- d) Champion change and risk management
- e) Create innovative, creative and agile systems.
- f) Possess excellent written, verbal and presentation skills.

## **IV. Grade Eligibility**

- a. A2 & Above

## **V. Employment Type**

- a. On Contract for an initial period of three (3) years with a possibility of extension based on performance and need.

## **VI. Pay and Allowances**

- a) Basic pay: Nu. 57,375/-
- b) Contract Allowance: 75% of the basic pay.
- c) Fixed Allowance of minimum basic pay of GM.
- d) Communication Allowance of Nu. 1,500/-
- e) POL Allowance of 50 litres of diesel.
- f) PBVP of 31.67% as per the achievement of company, office and individual.
- g) Other entitlements as per BPC SRR

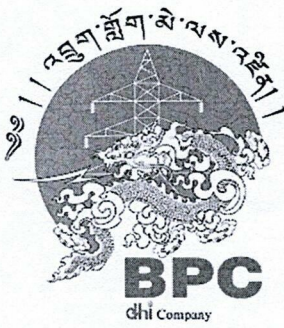
## **VII. Application**

Interested candidates fulfilling the prescribed eligibility criteria may submit their application via email along with the following mandatory documents to Dorji Namgay, Assistant HR Officer, HRMS (dorjinamgay@bpc.bt) on or before **5 PM, 29<sup>th</sup> November 2024 (Friday)**.

- i. Internal Job Application form (the forms can be collected from BPC HRMS or downloaded from the BPC website [www.bpc.bt](http://www.bpc.bt).)
- ii. Curriculum Vitae.

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- iii. A copy of the Certificate and Academic Transcripts of the Bachelor's degree and master's if available.
- iv. A copy of a valid Security Clearance certificate (approved online).
- v. Valid Audit Clearance.
- vi. "No Objection Letter" from the concerned General Manager/Director.

For any clarifications please contact us at 975-17120310 during office hours.

  
Kinley Dem  
(Director)

Corporate Services Department