

Final Vacancies for Administration Service: BCSE 2024

SN	Parent Agency	Ministry/Agency/Dzongkhag	Department	Division/Section	Position Title	Position Level	Vacancy
Asst. Land Registrar							
1	National Land Commission	National Land Commission	Department of Land Administration and Management	Rural Land Division	Asst. Land Registrar	P5 A	1
2	National Land Commission	National Land Commission	Department of Land Administration and Management	Urban Land Division	Asst. Land Registrar	P5 A	1
Sub Total							2
Asst. Desk Officer							
1	Ministry of Foreign Affairs and External Trade	Ministry of Foreign Affairs and External Trade	Office of the Secretary	Planning & Public Diplomacy Division	Asst. Desk Officer	P5 A	1
2	Ministry of Foreign Affairs and External Trade	Ministry of Foreign Affairs and External Trade	Department of Economic and Tech Diplomacy	Economic Diplomacy Division	Asst. Desk Officer	P5 A	1
3	Ministry of Foreign Affairs and External Trade	Ministry of Foreign Affairs and External Trade	Department of Multilateral Affairs	Social & Development Division	Asst. Desk Officer	P5 A	1
4	Ministry of Foreign Affairs and External Trade	Ministry of Foreign Affairs and External Trade	Department of Bilateral Affairs	South Asia & Middle East Division	Asst. Desk Officer	P5 A	1
Sub Total							4
Asst. Program Officer							
1	Ministry of Industry, Commerce and Employment	Ministry of Industry, Commerce and Employment	Department of Employment and Entrepreneurship	Entrepreneurship Promotion Division, Start-up Centre, Changzamtog	Asst. Program Officer	P5 A	1
2	Ministry of Education and Skills Development	Ministry of Education and Skills Development	Department of School Education	Adult and Higher Education Division	Asst. Program Officer	P5 A	1
3	Ministry of Education and Skills Development	Ministry of Education and Skills Development	Department of Workforce Planning and Skills Development	Training Management and Coordination Division	Asst. Program Officer	P5 A	1
4	Ministry of Education and Skills Development	Ministry of Education and Skills Development	Department of Workforce Planning and Skills Development	Workforce Planning and Information Division	Asst. Program Officer	P5 A	1
5	Ministry of Education and Skills Development	Ministry of Education and Skills Development	Bhutan Qualifications and Professionals Certification Authority	Higher Education Quality Council	Asst. Program Officer	P5 A	1
6	Ministry of Health	Ministry of Health	Department of Public Health	Health Promotion and Risk Communication Division	Asst. Program Officer	P5 A	1

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7	Cabinet Secretariat	Cabinet Secretariat	Office of Cabinet Affairs & Strategic Coordination	Cabinet Affairs Division	Asst. Program Officer	P5 A	1
Sub Total							7
Asst. Economic Development & Marketing Officer							
1	Ministry of Agriculture and Livestock	Trashigang Dzongkhag	Economic Development Sector	Economic Development Sector	Asst. Economic Development & Marketing Officer	P5 A	1
2	Ministry of Agriculture and Livestock	Samtse Dzongkhag	Economic Development Sector	Economic Development Sector	Asst. Economic Development & Marketing Officer	P5 A	1
3	Ministry of Agriculture and Livestock	Mongar Dzongkhag	Economic Development Sector	Economic Development Sector	Asst. Economic Development & Marketing Officer	P5 A	1
4	Ministry of Agriculture and Livestock	Ministry of Agriculture and Livestock	Department of Agricultural Marketing & Cooperatives	Regional Agricultural Marketing & Cooperative Office, Mongar	Asst. Economic Development & Marketing Officer	P5 A	1
5	Ministry of Agriculture and Livestock	Ministry of Agriculture and Livestock	Department of Agricultural Marketing & Cooperatives	Agricultural Marketing & Facilitation Office, Phuentsholing	Asst. Economic Development & Marketing Officer	P5 A	1
Sub Total							5
Asst. Integrity Promotion Officer*							
1	Anti-Corruption Commission	Anti-Corruption Commission	Department of Prevention and Education	Prevention Division	Asst. Integrity Promotion Officer	P5 A	1
2	Anti-Corruption Commission	Anti-Corruption Commission	Department of Professional Support	Compliance and Follow-up Division	Asst. Integrity Promotion Officer	P5 A	1
Sub Total							2
Asst. Research Officer							
1	Centre for Bhutan & GNH Studies	Centre for Bhutan & GNH Studies	Cultural and History Division	Cultural and History Division	Asst. Research Officer	P5 A	1
2	Centre for Bhutan & GNH Studies	Centre for Bhutan & GNH Studies	Centre for Bhutan & GNH Studies	Centre for Bhutan & GNH Studies	Asst. Research Officer	P5 A	5
3	Ministry of Home Affairs	Ministry of Home Affairs	Department of Culture & Dzongkha Development	Language Research and Promotion Division	Asst. Research Officer	P5A	1
4	Royal Institute of Management	Royal Institute of Management	Department of Research and Consultancy	Department of Research and Consultancy	Asst. Research Officer	P5 A	1
Sub Total							8
Asst. HR Officer							
1	Royal Civil Service Commission	Royal Institute of Management	Secretariat Services	Human Resource Services	Asst. HR Officer	P5A	1

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2	Royal Civil Service Commission	Office of the Attorney General	Secretariat Services	Human Resource Services	Asst. HR Officer	P5 A	1
3	Royal Civil Service Commission	Gasa Dzongkhag	Human Resource Services	Human Resource Services	Asst. HR Officer	P5 A	1
4	Royal Civil Service Commission	Ministry of Foreign Affairs and External Trade	Human Resource Services	Human Resource Services	Asst. HR Officer	P5 A	1
5	Royal Civil Service Commission	National Council Secretariat	Secretariat Services	Human Resource Services	Asst. HR Officer	P5A	1
6	Royal Civil Service Commission	Royal Civil Service Commission	Human Resource Management Division	Human Resource Management Division	Asst. HR Officer	P5 A	1
7	Royal Civil Service Commission	Royal Audit Authority	Auditor General's Secretariat	Support Services & International Relation Division	Asst. HR Officer	P5 A	1
8	Royal Civil Service Commission	Thimphu Thromde	Human Resource Services	Human Resource Services	Asst. HR Officer	P5 A	1
9	Royal Civil Service Commission	Chukha Dzongkhag	Human Resource Services	Human Resource Services	Asst. HR Officer	P5 A	1
Sub Total							9
Asst. Transport Officer							
1	Ministry of Infrastructure and Transport	Bhutan Civil Aviation Authority	Air Navigation & Aerodrome Division, Paro	Air Navigation Service	Asst. Transport Officer	P5 A	1
2	Ministry of Infrastructure and Transport	Bhutan Construction and Transport Authority	Mongar Regional Office	Trashigang Base Office	Asst. Transport Officer	P5 A	1
Sub Total							2
Asst. Planning Officer							
1	Cabinet Secretariat	Ministry of Infrastructure and Transport	Office of the Secretary	Policy and Planning Division	Asst. Planning Officer	P5 A	2
2	Cabinet Secretariat	Ministry of Industry, Commerce and Employment	Office of the Secretary	Policy and Planning Division	Asst. Planning Officer	P5 A	1
3	Cabinet Secretariat	Ministry of Finance	Secretariat Services	Policy and Planning Division	Asst. Planning Officer	P5 A	1
4	Cabinet Secretariat	Ministry of Finance	Department of Macro-Fiscal and Development Finance	Development Coordination and Debt Management Division	Asst. Planning Officer	P5 A	1
5	Cabinet Secretariat	Ministry of Health	Policy and Planning Division	Policy and Planning Division	Asst. Planning Officer	P5 A	1
6	Cabinet Secretariat	Ministry of Education and Skills Development	Office of the Secretary	Policy and Planning Division	Asst. Planning Officer	P5 A	1
7	Cabinet Secretariat	Cabinet Secretariat	Office of Cabinet Affairs and Strategic Coordination	National Policy Coordination Division	Asst. Planning Officer	P5 A	1

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8	Cabinet Secretariat	Dratshang Lhentshog	Administration & Finance Division	Administration and HR Services	Asst. Planning Officer	P5 A	1
9	Cabinet Secretariat	Trashigang Dzongkhag	Policy and Planning Services	Policy and Planning Services	Asst. Planning Officer	P5 A	1
Sub Total							10
Asst. Trade Officer							
1	Ministry of Industry, Commerce and Employment	Ministry of Industry, Commerce and Employment	Competition and Consumer Affairs Authority	Consumer Protection and Competition Enforcement Division	Asst. Trade Officer	P5 A	1
2	Ministry of Industry, Commerce and Employment	Ministry of Industry, Commerce and Employment	Regional Office of Industry, Commerce and Employment	Regional Office of Industry, Commerce and Employment, Samdrup Jongkhar	Asst. Trade Officer	P5 A	1
Sub Total							2
Asst. Intellectual Property Officer							
1	Ministry of Industry, Commerce and Employment	Ministry of Industry, Commerce and Employment	Department of Media, Creative Industry and Intellectual Property	Copyright & Creative Industry Promotion Division	Asst. Intellectual Property Officer	P5 A	1
Sub Total							1
Asst. Industries Officer							
1	Ministry of Industry, Commerce and Employment	Ministry of Industry, Commerce and Employment	Department of Industry	Industry Sustenance Support Division	Asst. Industries Officer	P5 A	1
Sub Total							1
Asst. Tourism Officer							
1	Ministry of Industry, Commerce and Employment	Ministry of Industry, Commerce and Employment	Department of Tourism	Marketing and Promotion Division	Asst. Tourism Officer	P5 A	1
Sub Total							1
Asst. Employment Officer							
1	Ministry of Industry, Commerce and Employment	Ministry of Industry, Commerce and Employment	Department of Employment and Entrepreneurship	Employment Service Division	Asst. Employment Officer	P5 A	1
Sub Total							1

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Asst. Labour Officer							
1	Ministry of Industry, Commerce and Employment	Ministry of Industry, Commerce and Employment	Regional Office of Industry, Commerce and Employment	Regional Office of Industry, Commerce and Employment, Mongar	Asst. Labour Officer	P5 A	1
Sub Total							1
Grand Total							56

Note:

* This positions are earmarked for in-service candidate from ACC, provided they get through the announced vacancy. However, the positions will remain vacant if the earmarked candidate does not qualify.