



དབལ་ལྷན་འབྲུག་གཞུང་།
ཇོང་ཁག་བདག་སྐྱོང་། དབང་འདུས་ལོ་བྱང་།
ROYAL GOVERNMENT OF BHUTAN
DZONGKHAG ADMINISTRATION
WANGDUE PHODRANG
Human Resource Section



DAW/HRD-01/2025-2026/4503

5th January 2026

VACANCY ANNOUNCEMENT

As per the approval of the 11th Human Resource Committee (HRC) Meeting held on 24th November 2025, the Dzongkhag Administration, Wangdue Phodrang is pleased to announce vacancies on contract basis for the following posts to be appointed with effect from 1st February 2026 (Recruitment Cycle-1).

Interested Bhutanese applicants aged 18 to 40 years, who meet the eligibility criteria, may apply online only through the Zhiyog Recruitment System available at www.rcsc.gov.bt on or before 15th January 2026.

Applications submitted in hard copy or through email shall not be accepted.

Vacancy Details

Sl. No.	Position Title	Position Level	Qualification	Placement	Slots	Employment Type	Remarks
1	Warden	S5A	Class XII	Samtengang CS & Gaselo CS (HSS)	2	Contract (3 Years)	—
2	Driver	O4A	Class VIII	Daga Gewog	1	Contract (3 Years)	w.e.f. 1st April 2026
3	Caregiver	O4A	Class X	Shataksha PS	1	Contract (3 Years)	—
4	Cleaner	ESP	NA	Bayta PS & Phobjikha HSS	2	Contract (5 Years)	—

Documents required (to be uploaded online)

1. Copy of Citizenship Identity Card (CID)
2. Copy of valid Security Clearance
3. Copy of Medical Certificate (valid for six months)
4. Copies of academic transcripts:
 - o Class XII for Warden
 - o Class X for Caregiver
 - o Class VIII for Driver
5. For ESP/GSP applicants:
 - o If literate, upload result/mark sheet and School Leaving Certificate
6. No Objection Letter from employer (if currently employed)
7. Any other relevant certificates (if applicable)

Note:

- Any scribbling, erasing, or overwriting on certificates/documents shall render the application invalid.
- Incomplete applications shall be rejected without further notice.

(Tenzin Phuntsho)
Sr. HR Officer

Copy to:

1. Office copy

Telephone # HR Officer: 02481896, Fax # 02481380