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Khesar Gyalpo University of Medical Sciences of Bhutan
Royal Government of Bhutan
Thimphu: Bhutan



KGUMSB/HR/11/2020/1398

10th November 2020

VACANCY ANNOUNCEMENT

The Khesar Gyalpo University of Medical Sciences of Bhutan (KGUMSB) is pleased to announce following vacancies:

Sl No	Position Title	Position level	Minimum Qualification	Number of slots	Place of Posting	Remarks
1	Assistant Professor/Senior Lecturer/Lecturer	PL 3/4/5	Masters in Biostatistics/Epidemiology	1	Faculty of Postgraduate Medicine (FoPGM)	For PL3, fulfillment of the criteria as reflected in the CoS – 2018 and Position Directory
2	Museum Curator	PL 7	Bachelors in Traditional Medicine	1	Faculty of Traditional Medicine (FoTM)	
3	ICT Officer	PL 7	As per the ToR attached	1	Office of the President (OOP)	On contract for 2 years and the service may be extended based on CoS – 2018 Refer attached ToR
4	Personal Assistant	PL 13	Class XII Passed	1	Office of the President (OOP)	Trained in Office Management and Basic Computer Skills
5	Gardener	PL 19		1	Faculty of Traditional Medicine (FoTM)	



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8	Wet Sweeper	PL19		1	Faculty of Nursing and Public Health (FNPH)	Male candidate
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Note: PL3 = EX/ES 3, PL4= P1, PL5 = P2, PL8= P5, PL10 = S2, PL 13= S5, PL 19 = GSC of civil service

1. Interested applicants who meet the eligibility criteria may apply online (Email to recruitmentkgumsb@kgumsb.edu.bt along with:
 - a) Application in the prescribed format (Can be downloaded from <http://www.kgumsb.edu.bt/wp-content/uploads/2016/07/employent-form.pdf>)
 - b) Curriculum Vitae
 - c) Academic Transcripts
 - d) Training Certificates (if any)
 - e) Masters/Bachelors/ Diploma certificate
 - f) Security Clearance Certificate (Valid and copy)
 - g) Audit Clearance Certificate (Valid and copy)
 - h) No Objection Certificate from the Employer (If employed)
 - i) A copy of Bhutanese Citizenship Identity Card
 - j) A copy of Medical Fitness certificate issued by a competent RGoB medical doctor.
 - k) Merit/Other certificates (if any)
 - l) One recent passport size photograph
 - m) One legal stamp

Note: Document Sl No: 1b, 1c, 1d, 1e and 1k are excluded for the post of Gardener and Wet Sweeper and the recruitment will be done by the respective Faculties

2. Preference will be given to the applicant with relevant qualification/training and work experience.
3. Short listed applicants will be called for selection interview/selection examination.
4. An applicant shall be disqualified from appearing in the selection interview if he/she has failed to furnish testimonials as required above.



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5. An applicant must secure a minimum of 60% (for faculty position) in written examination
6. Short listed applicant must produce the original documents during the time of interview.
7. The selected applicant will be assigned the position level based on the qualification, current position level and number of work experience in the current position.
8. University reserves the right not to select applicants if they do not get appropriate applicants for the post.

Application along with the above mentioned documents must be emailed to recruitmentkgumsb@kgumsb.edu.bt on or before 23rd November 2020, before 4 P.M. For further information, contact Ms. Anjana Pradhan @ 02-328999/990 (Ext: 2132) during office hours.

Sd/-
(Ms. Diki Wangmo)
Registrar