



Ref. No. KGUMSB/HR/06/2026/1654

Date: 11th June 2026

Notification For In – House Vacancy

The Khesar Gyalpo University of Medical Sciences of Bhutan is pleased to announce the following vacancy.

Sl.No	Position Title	Equivalent position level	Qualification & Experiences	Placement	No. of Post
1	Deputy Dean, Student Affairs	To be placed at the current position level of the selected applicants	Qualification: Minimum of MD/MS Degree in Allopathic Medicine Eligibility: Core and Adjunct Faculty (JDWNRH)/Full time Faculty who are in Position Level 5 and above Tenure: The tenure of the Deputy Dean shall be for a fixed term of 4 years, with a possibility to extend by another term based on his/her performance.	Faculty of Postgraduate Medicine	1

Note: PL5 is equivalent to P2 of Civil Service

Interested applicants, who meet the eligibility criteria may apply along with following mandatory documents:

1. Application in the prescribed format (Can be downloaded from <http://www.kgumsb.edu.bt/wp-content/uploads/2016/07/employent-form.pdf>)
2. Curriculum Vitae with two referee contact details (Name, Email and Phone Number)
3. Academic transcripts and Course Completion Certificates (Bachelors and MD)
4. Relevant training certificates to the post (if any)
5. No Objection Certificate from the management/office
6. A copy of a valid Medical Fitness Certificate issued by a competent Medical Doctor
7. A copy of valid Security Clearance Certificate
8. A copy of valid Citizenship Identity Card (Both sides)
9. A copy of Valid Audit Clearance Certificate, if employed



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

A premier centre of excellence in medical education, research and quality healthcare.



10. Merit/Other certificates (if any)
11. One recent passport-size photograph
12. One legal stamp

Note:

1. Short-listed applicants will be informed about the selection interview through the university website.
2. An applicant shall be disqualified from appearing in the selection interview if he/she has failed to furnish testimonials as required above.
3. The university reserves the right not to select applicants if the University does not get appropriate applicants for the post.

Application along with the above-mentioned documents must be submitted to the HR Division, Office of the President, KGUMSB, Thimphu on or before 25th June 2026.

For further information or clarifications, kindly contact the HR Division at 17112603 during office hours.

Sd/-

(Dr. Gyem Dorji)

Offtg. Registrar