



༄༄ །། ཀྲུལ་གཞུང་འགན་ལེན་བདོག་གཏད་བཞེ་སོང་ཁང་།

ROYAL SECURITIES EXCHANGE OF BHUTAN LIMITED

RSEB/APPT/2021/28

3 February 2021

### Vacancy Announcement

The Royal Securities Exchange of Bhutan, would like to announce the following vacancies for immediate recruitment.

#### a) Media Officer

Position /Grade	Pay Scale	Minimum Qualification	Experience
Officer Grade – III (Media Officer)	26,195-545-34,370 Plus 20% House Rent Allowance	Degree in Digital multimedia/ Communication (65% aggregates)	-Work experience of two years -Knowledge on Capital Market -Knowledge on graphic design, sound mixing, script writing, video production & digital marketing

#### b) Personel Assistant

Position /Grade	Pay Scale	Minimum Qualification	Experience
Category - II (Administrative Staff) – (AG-V)	16,390-390-28,090 Plus 20% House Rent Allowance	Class XII	Candidates with required qualification may apply.



༄༅། ལྷན་གཞི་ལྷན་པོ་ལྷན་པོ་བཞུགས་པའི་ལྷན་པོ་ལྷན་པོ།

ROYAL SECURITIES EXCHANGE OF BHUTAN LIMITED

c) Receptionist

Position /Grade	Pay Scale	Minimum Qualification	Experience
Category - III (Administrative Support Staff) – (ASSG-IV)	12,650-295-21,500 Plus 20% House Rent Allowance	Class X	Candidates with required qualification may apply.

Interested candidates fulfilling the above criteria may submit applications (soft copy) along with the following documents to Operation Division, RSEB through email at [lhendup@rsebl.org.bt](mailto:lhendup@rsebl.org.bt) latest by 9<sup>th</sup> February 2021.

1. Copy of Citizenship Identity Card
2. Copies of academic transcripts
3. Valid Medical Certificate not exceeding 6 months from the date of issue
4. Approved Security Clearance Certificate
5. NOC from current employer if already employed (upon short listing)

Only shortlisted candidates will be called for written & oral interview (**no TA/DA will be paid**). The Management shall have the exclusive rights to accept or reject the application during this period. Applicants are required to produce all the documents in original copies during documents verification without which the candidature of the particular candidate shall be rejected. In case of withdrawal, the next in line candidate shall be recruited.

Chief Executive Officer