

# State Trading Corporation of Bhutan Ltd.

An ISO 9001: 2015 QMS, Quality Certified Company

Ref. No. STCBL/HRAD/03/2025/ 228

7<sup>th</sup> March 2025

STCBL is pleased to announce the following vacancies for immediate recruitment:

SN	Position of the vacant post	Grade	Slot	Qualification	Employment type	Experience	Pay and Benefits	Place of Posting
1	In-Charge for FRO	15	1	Class XII pass and 1 year training (computer, accounting and others)	Regular	Preference shall be given to those with experience in relevant field.	Pay scale- 13,375-335-20,075 (Basic Pay Nu. 13,375 + 20% Corporate Allowance on basic pay and 60% Fixed Allowance on basic pay). Other Benefits: As per SRR 2018.	Petroleum Division –Doksum FRO, Trashi Yangtse
2	Clerk II (Cashier/ Revenue)	16	1	Class XII (Commerce)	Regular	Preference shall be given to those with experience in relevant field.	Pay scale-12,160-305-18,260 (Basic Pay Nu. 12,160.00 + 20% Corporate Allowance on basic pay and 60% Fixed Allowance on basic pay). Other Benefits: As per SRR 2018.	Petroleum Division –Doksum FRO, Trashi Yangtse
3	Fuel Pump Operator	19	8	Class VIII pass	Regular	Fresh	Pay scale- 9,135-230-13,735 (Basic Pay Nu. 9,135 + 20% Corporate Allowance on basic pay and 60% Fixed Allowance on basic pay). Other Benefits: As per SRR 2018	Petroleum Division –Doksum FRO, Trashi Yangtse and Samdrup Jongkhar FRO, Samdrup Jongkhar

Interested candidates fulfilling the required eligibility criteria may apply online on or before **20<sup>th</sup> March 2025** in the link mentioned below:

1. In-Charge for FRO – <https://forms.gle/25iqaC6p3yvgxS5X8>
2. Clerk II (Cashier/ Revenue)- <https://forms.gle/dGsdzFMmXh2ds7jz5>
3. Fuel Pump Operator- <https://forms.gle/NkR6uG5uvWch2SFF9>

The following documents are required for your application:

1. Resume;
2. Valid Medical Certificate;
3. Citizenship ID Card (both front and back);
4. Security Clearance Certificate;
5. Copies of relevant Academic Transcripts and Course Completion Certificates;
6. Previous Work Experience Certificates (if applicable);
7. Training Certificates (if applicable); and
8. No Objection Certificate if employed.

**Important Note:**

- Only short-listed candidates will be notified through STCB website: [www.stcb.bt](http://www.stcb.bt).
- All scanned documents should be less than 2MB.
- STCBL will not receive any physical application.
- We will accept the vacancy application through the above links only.

For any inquiries, contact HRAD during the office hours at toll free no. 1980/1940 (Extension - 114)/PBAX - 02-322953/ 05-252332.

