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State Trading Corporation of Bhutan Ltd.



An ISO 9001: 2015 QMS, Quality Certified Company

Ref. No. STCBL/HRAD/03/2023/ 887

8th November 2023

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

S N	Position of the vacant post	Grade	Slot	Qualification	Employment type	Experience	Pay and Benefits	Placement
1	Fuel Pump Operator	19	12	Class VIII pass	Regular	Fresh	Pay scale- 8,700-220-15,300 (Basic Pay Nu. 8,700.00) + 20% Corporate allowance on basic pay. Other benefits: As per SRR 2018. <i>Note: Salary revision will be there upon the approval from Board.</i>	Petroleum Division – Mebesa FRO, Chukha, Dhamdum FRO, Samtse and Samdrup Jongkhar FRO
2	Clerk II (Cashier/ Revenue)	16	3	Class XII (Commerce)	Regular	Preference shall be given to those with experience in relevant fields	Pay scale - 11,580 – 290-29,280 (Basic Pay Nu. 11,580) +20% corporate allowance on basic pay Other Benefits: As per SRR 2018. <i>Note: Salary revision will be there upon the approval from Board.</i>	Petroleum Division – Mebesa FRO, Chukha, Dhamdum FRO, Samtse. Finance and Accounts Division – Head Office, Thimphu
3	In-Charge for FRO	15	1	Class XII pass and 1 year training (computer, accounting and other)	Regular	Preference shall be given to those with experience in relevant fields	Pay scale- 12,740-320-22,340 (Basic Pay Nu. 12,740) +20% corporate allowance on basic pay Other Benefits: As per SRR 2018. <i>Note: Salary revision will be there upon the approval from Board.</i>	Petroleum Division – Mebesa FRO, Chukha, Dhamdum FRO, Samtse.

Interested candidates fulfilling the required eligibility criteria may apply online on or before **22nd November 2023** in the link mentioned below:

1. Fuel Pump Operator - <https://forms.gle/aRXBDaucraS7PRc9A>
2. Clerk II (Cashier/ Revenue) - <https://forms.gle/qfhPmCGgar3YXZRC9>
3. In- Charge - <https://forms.gle/41kbXS5x71qxTzNE6>

The following documents are required for your application:

1. Resume;
2. Valid Medical Certificate;
3. Citizenship ID Card (both front and back);





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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.
- All scanned documents should be less than 2MB.
- STCBL will not receive any physical application.

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

