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ROYAL INSURANCE CORPORATION OF BHUTAN LTD.

No. RICB/CO/HRD (03)/2023/2905

2nd of March 2023

Vacancy Re-announcement

The Royal Insurance Corporation of Bhutan Limited is pleased to re-announce the vacancy as under:

Position	Type of Employment	Qualifications and Experience	Basic Salary	Allowances	Slot
General Manager (Credit and Investment Department)	Contract for 3 years (With possible extension)	Minimum of Bachelor's Degree with 10 years of experience in credit management	70,000	Contract (Maximum 75% of the basic salary) Negotiable based on the experience along with other benefits as per service rules of the company	1

Eligible candidates may apply to Human Resource Division, Corporate Office, Thimphu, within the 24th of March 2023 (Before 4.30 PM) with the following documents:

1. RICB Job Application Form (Available on our website).
2. Two numbers of recent passport size photographs.
3. Curriculum vitae.
4. Copies of transcripts/certificates for Class X/Class XII/Degree/Master.
5. Experience certificate.
6. Two recommendations/referral letters from non-family related referees.
7. Copy of valid Citizenship Identity Card.
8. Valid Security Clearance Certificate (Online screenshot).
9. CIB report.
10. Medical Fitness Certificate issued by a competent Medical Doctor (Not earlier than 6 months).
11. No Objection Certificate from the current employer (If employed).
12. Audit clearance from RAA.

The ToR and job application form may be downloaded from our website www.ricb.bt. The selection of candidates shall be subject to obtaining No



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ROYAL INSURANCE CORPORATION OF BHUTAN LTD.

Objection Letter (NOL) from RMA on the fit and proper assessment of the applicant.

Applicants who have applied for the post earlier need not apply.

NB: RICB shall not be responsible for disqualification of any applicants due to non-submission of complete documents and required information. Only shortlisted candidates will be notified for the selection interview through phone call/email.

For further information please contact the Human Resource Division, RICB, Thimphu, at 02-321161/323487 Ext No. 701/785/351 during office hours.

Management