



༄། འབྲུག་ཁྲུལ་ཉེན་སྲུང་ལས་འཛིན་ཆོད།

ROYAL INSURANCE CORPORATION OF BHUTAN LTD.



No. RICB/CO/HRD (03)/2025/10044

July 17, 2025

Vacancy Announcement

The Royal Insurance Corporation of Bhutan Limited is pleased to announce the following vacancies:

Sl. No	Designation	Slots	Gross Salary	Minimum Qualification and Experience required	Eligibility Criteria	Employment Type
1	Network Manager (ITD)	1	*Gross Salary Nu.68,032 and 5% yearly increment with other benefits as per SRR2025	B.Sc IT/Computer Science from university recognized by the RGOB with minimum of 5 years of experience in Network or relevant field.		Regular
2	Engineer (Civil)	1	Gross Salary Nu.55,835 and 5% yearly increment with other benefits as per SRR2025	Bechelors in Civil Engineering from university recognized by the RGOB	Class X: 60% (Eng. plus four best subjects) Class XII: 60% (Eng. plus three best subjects) Degree: 60%	Regular
3	Assistant Internal Auditor	3	Gross Salary Nu.48,005 and 5% yearly increment with other benefits as per SRR2025	BAA/BCOM (Major in Accounting/Finanace) from university recognized by the RGOB	Class X: 60% (Eng. plus four best subjects) Class XII: 60% (Eng. plus three best subjects) Degree: 60%	Regular

Corporate Office, Thimphu, Post Box No 315 EPABX: +975 02 321161/323487

eMail: contactus@ricb.bt Visit us @ www.ricb.bt Call us @ 1818



༄། འབྲུག་ཁྲུལ་ཉེན་སྲུང་ལས་འཛིན་ཚད།

ROYAL INSURANCE CORPORATION OF BHUTAN LTD.



4	Asst. Credit Officer	8	Gross Salary Nu.48,005 and 5% yearly increment with other benefits as per SRR2025	BBA/BCOM from university recognized by the RGOB	Class X: 60% (Eng. plus four best subjects)	Regular
					Class XII: 60% (Eng. plus three best subjects)	
					Degree: 60%	
5	Asst. Branch Officer	1	Gross Salary Nu.48,005 and 5% yearly increment with other benefits as per SRR2025	Bachelors Degree from university recognized by the RGOB	Class X: 60% (Eng. plus four best subjects)	Regular
					Class XII: 60% (Eng. plus three best subjects)	
					Degree: 60%	
6	Associate Field Officer I	3	Gross Salary Nu.39,505 and 5% yearly increment with other benefits as per SRR2025	Diploma in Mechanical Engineering from university recognized by the RGOB	Class X: 60% (Eng. plus four best subjects)	Regular
					Class XII: 60% (Eng. plus three best subjects)	
					Diploma: 60%	

Corporate Office, Thimphu, Post Box No 315 EPABX: +975 02 321161/323487

eMail: contactus@ricb.bt Visit us @ www.ricb.bt Call us @ 1818



༄། འབྲུག་ཁྲུལ་ཉེན་སྲུང་ལས་འཛིན་ཆོད།

ROYAL INSURANCE CORPORATION OF BHUTAN LTD.



7	Associate Accountant I	1	Gross Salary Nu.39,505 and 5% yearly increment with other benefits as per SRR2025	Diploma in Financial Management from University recognized by the RGOB	Class X: 60% (Eng. plus four best subjects)	Regular
					Class XII: 60% (Eng. plus three best subjects)	
					Diploma: 60%	
8	Associate Underwriting Officer III	2	Gross Salary Nu.31,010 and 5% yearly increment with other benefits as per SRR2025	Class XII- General	Class X: 60% (Eng. plus four best subjects)	Regular
					Class XII: 60% (Eng. plus three best subjects)	

NB:

- Certificate/degree obtained through distance learning shall not be accepted.
- Only shortlisted candidates will be notified for the written exam and selection interview through phone call/email/website.
- Shortlisted applicants must produce original documents during the interview.
- For further information please contact the Human Resource Division, RICB, Thimphu at 17291206/ 77345181.

All eligible candidates may apply to through <https://thegateway.bt> on or before 31st of July 2025 (before 5.00 pm).

Management

Corporate Office, Thimphu, Post Box No 315 EPABX: +975 02 321161/323487

eMail: contactus@ricb.bt Visit us @ www.ricb.bt Call us @ 1818