Vacancy Announcement

The Bhutan Electricity Authority would like to invite applications from Bhutanese nationals for the following post:

<table>
<thead>
<tr>
<th>S/No.</th>
<th>Position Title and Division</th>
<th>No.</th>
<th>Minimum Qualification</th>
<th>Position</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>Licensing Engineer</td>
<td>01</td>
<td>Bachelors Degree (4 years) in Electrical/Electrical &amp; Electronics Engineering (class XII 70% and Degree 60%) Minimum 65% aggregate</td>
<td>P4/grade 7</td>
</tr>
<tr>
<td>2</td>
<td>Driver III</td>
<td>01</td>
<td>Class X passed certificate with valid driving Licence</td>
<td>O4/17</td>
</tr>
</tbody>
</table>

Interested and eligible Bhutanese nationals less than 40 years of age as on 31st July 2015 may apply by downloading and filling the BEA Employment form from www.bea.gov.bt to the Chief Executive Officer, Bhutan Electricity Authority Secretariat, Post Box No.1557, Thimphu along with copies of valid documents given below latest by 15th July 2015 (5:00 PM)

a. BEA Employment form
b. Copy of Citizenship Identity Card;
c. Online valid Security Clearance Certificate;
d. Copy of academic transcripts;
e. Valid Medical Fitness Certificate and
f. Audit Clearance for candidates applying from the Government agencies or Government owned corporations.

Only shortlisted candidates will be contacted. The BEA reserves the right to reject any application without citing any reasons. The BEA shall not be liable for any cost and expenses incurred by applicant for submission of the application and attending the selection process.

For details, visit www.bea.gov.bt contact HRO at 329951 during office hours.

(Chief Executive Officer)
I. Terms of Reference (ToR)/Job Responsibilities

A. ToR/Job Responsibilities for the Position Title of Licensing Engineer.
   a. Assist in preparation of the Licence conditions for the construction, operation and maintenance of the generation, system operation, transmission, distribution, sale export of electricity.
   b. Assist in all licensing process including in the issuance of permits to survey to the applicants.
   c. Assist in all receipt of applications and preparation of recommendations.
   d. Provide assistance to the dispute cases in relation to the licensing matters
   e. Assist in processing amendment, modification or revocation of license conditions.
   f. Assist in establishing and amending of the reporting procedures.
   g. Assist other BEA departments and division in matters related to licensing monitoring and enforcement, tariff determination. Dispute resolution, stakeholder’s awareness and consumer affairs.
   h. Assist in the development of regulations, standard and code under the electricity Act.
   i. Perform any other duties and responsibilities delegated/assigned by the concerned Head of the department/division and/or Chief Executive Officer of the Bhutan Electricity Authority (BEA)

Pay and Allowances:

Basic salary of 21,370-425-27,745 plus Regulatory Allowance of Nu. 3,205/- and House rent allowances of Nu. 4,275/-. Other allowances, if any, in future will be as per the Bhutan Electricity Authority (BEA) Service Rules and Regulations
B. ToR/Job Responsibilities for the Position Title of Driver III.

a. Drive /operate the pool vehicle in a manner that is safe, reliable and efficient.
b. Transport either officials or goods safely to their destination.
c. Observe and comply with all road safety regulations, health and safety regulations, RSTA Acts and RGoB rules and regulations.
d. Carry out minor repairs and maintenance of the vehicle on a routine basis.
e. Report to the immediate supervisor of any vehicle faults and necessary repairs.
f. Maintain the log book, movement orders, etc. on daily basis and renew all necessary documents on time such as blue book, insurance documents and road worthiness certificate.
g. Keep the pool vehicle clean and tidy at all times.
h. Personal presentation, especially when transporting official, must be clean, tidy and professional at all times.
i. Driver should report and be present during all the working days that is from Monday to Friday.
j. Perform any other duties and responsibilities delegated/assigned by the concerned Head of the department/division and/or Chief Executive Officer of the Bhutan Electricity Authority (BEA)

Pay and Allowances:

Basic salary of 8,505-170-11,055 plus Regulatory Allowance of Nu. 1,275/- and house rent allowance of Nu. 1700/-. Other allowances, if any, in future will be as per the Bhutan Electricity Authority (BEA) Service Rules and Regulations