

**VACANCY ANNOUNCEMENT  
MINISTRY OF FOREIGN AFFAIRS**

The Ministry of Foreign Affairs is pleased to announce the availability of following vacancies;

<b>Sl. No</b>	<b>Designation</b>	<b>Position Level</b>	<b>No of Slot</b>	<b>Remarks</b>
1	Human Resource Officer/Sr. Human Resource Officer HRO/Dy. Chief HRO	P4/P3/P2	1	For In-Service Civil Servants
2	Washer-man	GSP	1	Entry Level

For Sl. No. 1, the interested **In-Service Civil Servants** who meet the eligible criteria under **Clause 7, Chapter 13 of the BCSR 2010** may apply to the Human Resource Section with following documents on the RCSC Employment Form;

1. Academic certificates and transcripts
2. Curriculum vitae
1. Valid medical fitness certificate
2. Valid security clearance certificate
3. Copy of CID
4. Any relevant certificate

Similarly, the interested candidates for the post of Washer-man may apply with following documents;

1. Valid medical fitness certificate
2. Valid security clearance certificate
3. Copy of CID
4. Any relevant certificate

Applicants with relevant training, seniority in terms of position levels and experience will be given preference for the purpose of short listing. ***The applications should reach to the HR Section, AFD latest by 1<sup>st</sup> January 2012.*** For further information, please contact Mr. Sangay Tenzing, HRO during the office hours.

***Human Resource Development & Management Section, AFD***