The Construction Association of Bhutan (CAB) is pleased to announce the following vacancies in:

**Organization**: Construction Association of Bhutan

**Position Title**: Executive Director

**Vacancy publish Date**: 18/03/2024

**Last date to apply**: 29/03/2024

**Total number of vacant post**: 01

**Place of posting**: CAB Secretariat, Thimphu

**Position Level**: EX3

**Eligibility**: Masters with diverse backgrounds with 15 years of work experience (experience in construction company will be advantage).

**Remarks**: On contract for 3 years and subject to renewal based on the performance and contribution to the Association.

**How to Apply:**

1. Interested applicants who meet the eligibility criteria may apply along with:

1.1. Application in the prescribed format (can be downloaded from our website https://www.cab.org.bt/wp-content/uploads/2022/10/Employment-Form.pdf

1.2. Curriculum Vitae

1.3. Academic transcripts

1.4. Training certificates (if any)

1.5. Masters/Bachelors Certificate

1.6. Security Clearance Certificate (valid and copy)

1.7. No Objection certificate from the employer (if employed)

1.8. Audit Clearance Certificate, if employed (valid and copy)

1.9. A copy of Bhutanese Citizenship Identity Card

1.10. Merit /other certificates (if any)

1.11. One recent passport size photograph

2. Preference will be given to the applicant with relevant qualification/training and work experience.

3. The selected applicant will be assigned the position level based on the qualification, current position level and number of works experience in the current position.

4. Association reserves the right not to select applicants if they do not get appropriate applicants for the post.

5. Only Shortlisted candidates will be notified.

6. Interviews will be conducted on 5th April 2024

7. The selected candidates shall undergo a probation period of 3 months before final appointment.

Application along with the above-mentioned documents must reach the CAB Secretariat on or before date 29th March 2024 before 5 P.M. For further information, Contact Ms. Sherab Lhamo, HR & Administrative Officer @ +975-17870019 during office hours.