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འབྲུག་གཞུང་འཕུལ་རིག་ལས་ཁྲེ
Royal Government of Bhutan
Government Technology(GovTech) Agency



Vacancy Announcement Detail

Vacancy Detail Information

Vacancy Title : Vacancy for the post of Asst. ICT Officer

Working Agency : Government Technology (GovTech)

Department/Division/Section : Digital Service Operation and Maintenance

Position Title : Asst. ICT Officer

Field : Technical Service

Position Level : P5B

Position Level From : -

Position Level To : -

Min Qualification : Bachelors in IT

Preferred Field/Subject : Bachelors in IT and relevant field.
Bachelors in Electronics and Communication Engineering

Contract Start From : 01-Oct-2026

Contract End On : 30-Sep-2028

Month(s) : 24

Day(s) : 0

Appointment Date : 01-Oct-2026

Employment Type : Contract

Category : Normal Recruitment

Pay Scale : 19,970 - 400 - 25,970

Slots : 6

Placement Details/Remarks :

1. 5 under Digital Service Operation & Maintenance Division
2. 1 under Whole of Government Systems Division

ZRS Application Page URL

URL: <https://jobs.rcsc.gov.bt/Application/VacancyDetail/14462/23>



Location

Thimphu

Document Required

Class XII Marksheet

Bachelor Marksheet

Curriculum Vitae

Medical Fitness Certificate

Application Deadline

Application Start From : 04-Aug-2026

Application Close On : 14-Aug-2026

Contact Information

Focal Officer : Karma Thinley

Focal Tel :

Email : kthinley@tech.gov.bt

Office Tel : 332467

Shortlisting Criteria

Class XII : 30%

Bachelor : 70%

What will you be working on?

- ? Facilitate the implementation of regional projects and work plan;
- ? Assist in the writing of research papers, briefs and reports, discussion materials;

- ? Assist in designing computer application programs;
- ? Assist in program design, coding and program testing;
- ? Develop block diagrams and machine logic flowcharts to represent operations and data flow for routine applications;
- ? Assist in preparing test data and written instructions for computer operations;
- ? Assist in integrating new technologies into the web environment;
- ? Train the users in utility tools.

System Administrator

- ? Provide users with technical support;
- ? Manage user accounts (desktop, email) and project mailing lists;
- ? Manage software by ensuring license compliance and procuring new software;
- ? Prepare users by designing and conducting training programs; providing references and support;
- ? Maintain system performance by troubleshooting system hardware, software, networks, and operating and system management systems;
- ? Assist in upgrading systems by developing, testing, evaluating, and installing enhancements and new

What we are looking for?

Bachelors in IT and relevant field.

Bachelors in Electronics and Communication Engineering are also encourage to apply.

About Government Technology (GovTech)

**No
Image**

The Government Technology(GovTech) Agency is established by merging the Department of Information Technology & Telecom is under the Ministry of Information and Communications and other ICT staff across agencies.

Additional Information :

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Website URL : dit.gov.bt