



ལྷོ། འབྲུག་རྒྱལ་ཡོངས་དངུལ་ཁང་ཚོང་འཛིན།

BHUTAN NATIONAL BANK LIMITED

PCI DSS, ISO 9001 : 2015 & ISO 27001 : 2013 CERTIFIED

OFFICE USE ONLY

Date Received (DD/MM/YYYY): DD / MM / YYYY

Application Registration Number:

EMPLOYMENT APPLICATION FORM



1. Please answer each column fully and neatly in your own handwriting.
2. Please tick in the boxes wherever applicable.

POSITION APPLIED FOR:

PERSONAL INFORMATION:

Name (as in CID):
FIRST MIDDLE SURNAME/LAST NAME

I am a (tick one): Bhutanese Non-Bhutanese Male Female

Citizen Identity Card No: Date of Birth(DD/MM/YYYY): DD / MM / YYYY

Permanent address:

Village: Gewog: Dzongkhag:

Present Address:

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Phone/Mobile No: Email:

Your Relationship Bank



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EDUCATION BACKGROUND:

Qualification	Percentage	School/College/University	Year of Completion

SKILLS AND EXPERTISE:

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CONTACT PERSON IN CASE OF EMERGENCY:

Relationship	Name	Occupation	Contact Number
Father/Guardian			
Mother			
Spouse			
Sibling/Others			

Your Relationship Bank



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PART TIME/CONTRACT/WORK EXPERIENCE

Specify clearly in case of part time/contract/work experience. (Please write 'NA' if not applicable)

Organization	Designation	Period (MM/YY)		Reason for Separation
		From	To	

LIST THREE PROFESSIONAL REFERENCES

SL #	Name	Occupation & Address	Email	Contact Number

Your Relationship Bank



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APPLICATION DOCUMENTS CHECKLIST:

The application must include the following documents which are compulsory:

- 1. Employment Application form.
- 2. Curriculum Vitae/Resume (not required for Sub Staff, Driver, Electrician & Sweeper)
- 3. One passport size photo.
- 4. Copy of Citizenship Identity Card.
- 5. Copy of Academic Transcript/Mark Sheet.
- 6. Copy of valid Medical Fitness Certificate (on the date of submission the certificate should not be issued earlier than six months)
- 7. Copy of valid Security Clearance Certificate (on the date of submission the certificate should be valid)

The candidates should produce the No Objection Certificate from the current employer if employed only if selected.

Please ensure that you submit all the required documents along with the application form.

- ✓ The documents once submitted to the Bank for the purpose of recruitment shall not be returned to the applicants in any case.
- ✓ In case any of the above documents are missing, the Bank will have the right to reject the application without any information.

My signature confirms that all the information contained in my application and documents, is to the best of my knowledge, legal, accurate and complete. In case the Bank finds that the information given by me is illegal, not accurate, or incomplete, the Bank shall have the right to disqualify my candidature at any time without any notice.

If I am recruited by the Bank, I agree to be placed in any Department/Branch Office of any location of Bhutan National Bank Limited.

Place:

Date: DD / MM / YYYY

Signature:

Your Relationship Bank