



Date: 16th January 2020

Vacancy Announcement

Gedu College of Business Studies, Royal University of Bhutan, Bhutan is pleased to announce the following vacancy positions (Teaching) for National and Non-National in Business and Management under contract service for immediate appointment. For further details, visit our website at www.gcbs.edu.bt.

Interested candidates meeting the criteria may apply to BBA Programme Leader at karmayezer.gcbs@rub.edu.bt on or before 4.00 PM on 2nd February 2020 and shortlisted candidates will be informed about the venue and intimated date of interview through call/email on 3rd February 2020.

Sl. No	Specialization	Qualification	No of Post	Remark
1	Finance	PhD/CFA	1	Referred Position Profile
2	Accounting	PhD/DBA/CA	1	Referred Position Profile
3	Human Resource Management	PhD	1	Referred Position Profile
4	Law and Taxation	PhD/LLM	2	Referred Position Profile

Pay Scale

Title	Professor	Associate Professor	Assistant Professor	Lecturer
Basic Pay	62,220 -1245-80895	52195 -1045 -67870	44120 -886- 57395	36570 -735 -47585
Lump Sum Contract Allowance	18665/- (Fixed)	15660/- (Fixed)	13235/- (Fixed)	10970/- (Fixed)
Number of Teaching Experience and (*) Teaching Allowance	0-5 years (Rs.34220/-), 10-20 years (Rs. 40,445/-), Above 21 yrs. (Rs. 46665/-)	0-5 years (Rs.28710/-), 10-20 years (Rs. 33930/-), Above 21 yrs. (Rs. 39415/-)	0-5 years (Rs.24265/-), 10-20 years (Rs. 28680/-), Above 21 yrs. (Rs. 33090/-)	0-5 years (Rs.20115/-), 10-20 years (Rs. 23770/-), Above 21 yrs. (Rs. 27430/-)
Remarks	For details, referred Position Profile Matrix	For details, referred Position Profile Matrix	For details, referred Position Profile Matrix	For details, referred Position Profile Matrix

(*) Professional Allowance shall be paid on the number of years of active service put into the profession and not the total number of years served as public servant before.



Royal University of Bhutan

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དག་འདུ་ཚོང་རིག་མཐོ་རིམ་སློབ་གྲྭ།
ROYAL UNIVERSITY OF BHUTAN
GEDU COLLEGE OF BUSINESS STUDIES
GEDU: CHUKHA



Criteria:

1. Must have attained 18 years of age, and 50 years for Academics
2. For more details, referred position profile matrix.

Documents Required:

1. RUB Employment Application Form (Download)
2. CV and attached two copies of passport size photograph.
3. Copies of academic transcripts and certificates
4. Copies of the citizenship identity card;
5. Copies of medical fitness certificate issued by a Physician; and
6. No objection certificate, if employed.
7. Full present address including telephone/mobile no. and email address if possible
8. *All original documents stated above should be produced during the interview.*

Remuneration and Benefit

Remuneration:

1. A staff on fixed-term appointment may be paid with a monthly salary and all allowances at the rate paid to the regular staff except for fixed-term allowance;
2. Staff on fixed-term appointment may be considered a fixed-term allowance of 30% of the basic pay, based on need, competency and scarcity;
3. A provision for market upload/scarcity allowance in addition to the 30% fixed-term allowance may be considered on case by case basis in order to attract or retain staff on fixed-term appointment with specialised skills and knowledge that are difficult to find with just fixed-term allowance.
4. Annual increment shall be given as per the remuneration and benefits rules and regulation of the University.
5. Enhancement of pay scale and position level for staff on fixed-term appointment shall be decided at the time of renewal of the term. Enhancement of position level shall be based on the promotion criteria used for regular staff and performance of the staff.
6. As and when the University pay is revised, remuneration of staff on fixed-term appointment shall also be revised accordingly.

Leave and Travel:

1. A staff appointed on fixed-term shall be eligible for TA, DA, Leave and Leave Travel Concession (LTC) as per Chapter 10 and Chapter 11 of RUBHRRR 2017; and
2. A staff on fixed-term appointment shall not be eligible for ex-country short-term professional development programme, extraordinary leave and study leave except for University-led professional development programmes.

Telephone: President: 075-5-282297, Facsimile: 05-282298 General Office: 05-282286, Dean (Academic Affairs): 05-282289, Dean (Student Affairs): 05-282292, Dean (Research & Industrial Linkages): 05-282425, Adm. /HR Section: 05-282511, Finance Section: 05-28229L, Library: 05-282212, Record Office: 05-282361, ICT Section: 05-282361. College Guest House: 05-282220 College Main Gate: 05-282288



Medical Facility

1. Medical treatment for a staff on fixed-term appointment and the family members shall be provided as per the medical treatment rules of the Ministry of Health.

Housing

1. A fixed-term staff shall make own arrangements for housing. However, in the event University provides accommodation, house rent shall be deducted from the salary according to the prevailing rules governing housing.

Pension, Provident Fund and Insurance

1. A staff on fixed-term appointment shall be governed by rules and regulations of the National Pension and Provident Fund Scheme and the Government Staff Group Insurance Scheme.
2. Compensation for Service-Incurred Injury
3. In the event of illness, injury or death attributable to performance of service on behalf of the University, the staff shall be entitled to compensation payable under Staff Group Insurance Scheme and Chapter 17, RUBHRRR 2017.

Deduction

1. Personal Income Tax (PIT) and other statutory deductions shall be made according to prevailing rules.

Terminal Benefit

1. One month's last basic pay shall be paid as gratuity for every completed year of satisfactory service in accordance with the prevailing rules. The gratuity shall be payable when:
 - 1.1. The University terminates the agreement; or
 - 1.2. The staff is required to resign due to illness or disabilities incurred while in service; or
 - 1.3. In case of the demise of the staff while in service.
 - 1.4. The Gratuity shall be payable to the nominee(s) of the staff in case of his demise while in service.

Repatriation/Retirement Benefits

1. The following benefits shall be paid to a staff on fixed-term appointment at the time of retirement/repatriation in addition to the gratuity and refund of contribution to the Group Insurance Scheme (GIS):
 - 1.1. Transfer grant according to the prevailing rules;
 - 1.2. Travel allowance of an amount equal to the last basic pay; and
 - 1.3. Transport charge of personal effects as per prevailing rules.



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Mode of Payment

1. Remuneration, allowances and all other entitlements under this rule shall be payable only in Ngultrum.