

**Vacancy Announcement for the post of Sr. Human Resource Officer and Internal Auditor/
Audit Manager.**

Bhutan Broadcasting service is pleased to announce vacancy for the following post on contract/
Regular

Sl. no	Post	Qualification and Experience	Slot	Nature of Service
1	Sr. Human Resource Officer	<ul style="list-style-type: none"> • Bachelor's degree in Human Resources, Business Administration, or a related field. • Have at least 10 years of progressive HR experience in a similar role. • Strong knowledge of employment laws and HR best practices. • Preference will be given to those with master Degree in Human resources or a related field • Proficiency in HR software and tools, such as Smart ERP system. • Excellent interpersonal, Communication and problem-solving skills. 	1	Contract
2	Internal Auditor/ Audit Manager	<ul style="list-style-type: none"> • Bachelor degree in Accounting, Finance, or equivalent related field. • Minimum of relevant 8 years experience working in finance/accounts/ internal auditing or other related fields. • Strong knowledge of internal controls, corporate governance, risk management, and compliance. • Familiarity with relevant industry regulations, standards, and government compliance requirements. • Excellent analytical, communication, and reporting skills. • Preference will be given to those with Master's Degree in Accountancy/Business administration or its related disciplines. 	1	Regular

Interested candidates fulfilling the prescribed eligibility criteria (as mentioned in the ToR) may submit application addressed to the Chief Executive Officer along with the mandatory documents (listed in ToR) in a sealed envelope to the HR Section on or before 15th January, 2025. Detailed Terms of reference is available on our website www.bbs.bt