

**In-service Application form for Open Selection Interview**  
**(To be filled up by the applicant)**

Date: \_\_\_\_\_

The Chief HRO,  
Human Resource Division,  
Ministry of Education,  
Thimphu.

Sir,

As per the vacancy advertised in Kuensel/Education website on ...../...../....., I would like to apply for the post of .....

The following are some of my details:

**PART A**

1. Name : \_\_\_\_\_
2. Employee ID : \_\_\_\_\_
3. Gender: : Male  / Female
4. Date/Year of Birth : \_\_\_\_\_
5. Citizenship/ID Card No. : \_\_\_\_\_
6. Permanent Home Address:
  - a. Village : \_\_\_\_\_
  - b. Gewog : \_\_\_\_\_
  - c. Dzongkhag : \_\_\_\_\_
7. Details of Spouse (Name & EID No.): \_\_\_\_\_  
(If working, please mention current working address): \_\_\_\_\_
8. Position Title : \_\_\_\_\_
9. Position Level : \_\_\_\_\_
10. Present School/Dzongkhag : \_\_\_\_\_
11. Date of Appointment : Day\_\_\_\_\_ Month\_\_\_\_\_ Year\_\_\_\_\_ )  
Order No.: ( \_\_\_\_\_ )
12. Last Date of Promotion : Day\_\_\_\_\_ Month\_\_\_\_\_ Year\_\_\_\_\_ )  
Order No.: ( \_\_\_\_\_ )
13. Contact Telephone # : \_\_\_\_\_
14. Mobile No. : \_\_\_\_\_
15. Email address : \_\_\_\_\_

**16. Previous School served (mandatory):***(Rural and Seniority points will be calculated based on school served and number of years served)***(Start from present school)**

SL. No	School	Geog	D/khag / Thromde	From dd/mm/yy	To dd/mm/yy	No. of years / Months	Position served as	RP Points (5 points)	Seniority (5 points)	
								(To be worked out by HRMS based on records and evidences)		
1				/ /	/ /					
2				/ /	/ /					
3				/ /	/ /					
4				/ /	/ /					
5				/ /	/ /					
6				/ /	/ /					
7				/ /	/ /					
<b>Total no. of years served</b>										
<b>Total points</b>										

(Use additional sheet if required)

**PART B: Qualification Details** (Provide correct information)

SL. No	Qualification (Tick)	Subject	From dd/mm/yy	To dd/mm/yy	Institute/ Country	Remarks
1						
2						
3						

**Note:**

All the information provided above are true to the best of my knowledge. In the event of detection of any false information, *the HRD, MoE shall cancel my application with prior notice.* **( I Shall be liable for any penalty as deemed fit by the HRD, MoE)**

**(Applicant's Signature)**