



Bhutan National Bank Limited

Post Box No: 439
Head Office, Thimphu
Phone: 02-322767/8577
Hotline: 144
Fax: 02-328839
Website: www.bnb.bt

OFFICE USE ONLY

Date Received (dd/mm/yy):

EMPLOYMENT APPLICATION FORM

Please
Affix Your
passport
Photo here

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/yy)

Permanent address:

Village :Gewog :Dzongkhag :

Present Address:

.....Phone/Mobile No:.....Email:

EDUCATION BACKGROUND:

QUALIFICATION	PERCENTAGE	SCHOOL/COLLEG/UNIVERSITYE	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			
SIBBLING/OTHERS			

PLEASE WRITE 'NA' IF NOT APPLICABLE.

Specify clearly incase of part time/contract/work experience.

ORGANIZATION	DESIGNATION	PERIOD (MM/YY)		REASON FOR SEPARATION
		from	to	

LIST THREE PROFESSIONAL REFERENCES

SL #	NAME	OCCUPATION & ADDRESS	EMAIL	CONTACT NO.



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APPLICATION DOCUMENTS CHECKLIST:

The application must include; *(please tick if you are submitting)*

- 1. Employment Application form.
- 2. Curricular Vitae/Resume (not required for Sub Staff, Driver, Electrician & Sweeper)
- 3. One number of passport size photos.
- 4. Copy of Citizenship Identity Card.
- 5. Copy of Academic Transcript/Mark Sheet.
- 6. Copy of valid Medical Fitness Certificate.
- 7. Copy of valid Security Clearance Certificate.
- 8. Copy of Extra Curricular Activity Certificates if any.
- 9. No Objection Certificate from the current employer if employed.

- ✓ 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.

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 and 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:..... Signature:.....