



དཔལ་ལྷན་འབྲུག་གཞུང་། རྗེ་ཁ་གོང་འཕེལ་ལྷན་ཚོགས།

DZONGKHA DEVELOPMENT COMMISSION
ROYAL GOVERNMENT OF BHUTAN



Announcement for Recruitment of 30 Enumerators for Dzongkha Competency and Usage Study

This has reference to the announcement made in Kuensel dated 6th January 2020.

The Dzongkha Development Commission (DDC) hereby invites interested University Graduates to apply for temporary job as Research Enumerators for the upcoming '**Dzongkha Competency and Usage Study**' which will be held in February and March 2020. The last date of application is **23rd January 2020 by 4 PM.**

Criteria for Selection of Enumerators for Dzongkha Competency and Usage Study

Enumerators shall be responsible for administering the questionnaire and recording responses on the selected sample from assigned Enumeration Area. Applicants must fulfill the following criteria:

1. Should be a University Graduate (in any field)
2. Able to speak multiple dialects will be preferred
3. Should be available for an uninterrupted period of 30 days from 1st February to 1st March 2020, extendable for few more days if required.
4. Should be healthy and fit to travel

The candidates will be shortlisted based on following;

1. Degree Marks (in any field) - 30%
2. Average of Class XII Marks in 5 best subjects (Including English and Dzongkha) - 30%
3. Average of Class X Marks in 5 best subjects (Including English and Dzongkha)- 20%
4. Candidates with English and Dzongkha background -20%

Selection Criteria;

Only the shortlisted candidates will be contacted for face-to-face interview which will be conducted by taskforce members of DDC from **26th to 28th January 2020**. The result of the selected candidates will be uploaded on DDC website and will also be informed through calls.



དཔལ་ལྷན་འབྲུག་གཞུང་། རྫོང་ཁ་གོང་འཕེལ་ལྷན་ཚོགས།

DZONGKHA DEVELOPMENT COMMISSION
ROYAL GOVERNMENT OF BHUTAN



Documents Required:

Following copies of the documents have to be submitted along with a cover letter latest by 23rd January 2020 to Research Division, DDC:

- i. Academic transcripts of Class X, Class XII and Bachelors Degree
- ii. Security Clearance Certificate
- iii. Citizen ID card

For further clarifications, please contact Mr. Karma Gyeltshen, Project Manager at 17715445 during office hours.

Terms of Reference:

1. The selected candidate shall be hired as Enumerator for one month (**1st February to 1st March 2020**), extendable for few more days if required, mainly for Data Collection
2. The Enumerator shall undergo training in Thimphu for 4 days in February 2020.
3. The Enumerators shall co-ordinate and co-operate with the Supervisor to plan interviews.
4. The Enumerator shall conduct face to face interview with the respondents.
5. The Enumerator shall assist the Supervisor to update work progress and support the supervisor, wherever necessary.
6. The Enumerator shall perform any other task such as arranging interviews, meetings and carry out any research related works as may be assigned by the Supervisor.
7. The Enumerator, in teams, will require traveling in-country covering the allotted Dzongkhags
8. The Enumerator shall bear all expenses related to food and accommodation. However, the Supervisor shall coordinate/manage the logistical arrangements for the teams.
9. The Enumerator shall serve for the aforementioned duration as required in the ToR and cannot leave in between the survey time.



དཔལ་ལྷན་འབྲུག་གཞུང་། རྫོང་ཁ་གོང་འཕེལ་ལྷན་ཚོགས།

DZONGKHA DEVELOPMENT COMMISSION
ROYAL GOVERNMENT OF BHUTAN



10. Breach of any clause of the ToR shall be dealt as per the laws of the country
11. Transportation services will be arranged by DDC during the field survey
12. The Enumerator shall arrange his/her own sleeping bag and other necessary items

Remuneration/Benefits:

1. The Enumerator shall be paid Nu.6, 000 per month for the period he/she is hired.
2. Daily allowance of Nu. 500 per day shall be paid while in the field
3. An amount of Nu. 200 per day and working lunch shall be provided during the training period
4. A nominal talk time voucher and data package shall be provided for the period he/she is hired.
6. Upon successful completion of the task, the DDC will issue Certificate of Appreciation
7. Signed in two original copies on 30th January 2020

Enumerator
Name:
CID No:
Phone:

Dzongkha Development Commission
Secretary
Tshewang Norbu

Witness