



འབྲུག་ཉེན་བཅོལ་ཚད་འཛིན།

Bhutan Insurance Limited

Providing Security, Building Confidence

Your insurer of
CHOICE

BHUTAN INSURANCE LIMITED JOB APPLICATION FORM

Date of Application.....	Passport Size Photo
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Position Applied For:		
Name (in Block Letters):		
CID No.:		
Sex:		
Date of Birth(dd/mm/yyyy)		
Present Address		
Permanent Address:		
Village:	Gewog:	Dzongkhag:
Contact No.		Alternate Contact No.
Email ID:		

Qualification:

Name of College/School	Qualification Level & Course	Aggregate	Year of Completion

Work Experience:

Name of the Company/Office	Place	Designation	Year (dd/mm/yyyy)		Reason for Separation
			From	To	



APPLICATION DOCUMENTS CHECKLIST:

The application must include the following documents which are compulsory: (Please tick inside the brackets)

1. () BIL Job Application form (available on website).
2. () Curricular Vitae/Resume (not required for Sub Staff and Driver).
3. () Two numbers of passport size photo.
4. () Copy of Citizenship Identity Card.
5. () Copy of Academic Transcript/Mark Sheet.
6. () Copy of valid Medical Fitness Certificate (on the date of submission the certificate should be valid – 6 months validity)
7. () Copy of valid Security Clearance Certificate (on the date of submission the certificate should be valid)
8. () No objection certificate from the previous employer, if employed.

Please ensure that you submit all the required documents along with the application form.

Declaration:

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 BIL finds that the information given by me is illegal, not accurate and incomplete, BIL shall have the right to disqualify my candidature at any time without any notice.

If I am recruited by BIL, I agree to be placed in any Branch/Extension office of any location of Bhutan Insurance Limited.



Place:

Date:.....

Signature:.....