

State Trading Corporation of Bhutan Ltd.

An ISO 9001: 2015 QMS, Quality Certified Company

Ref. No. STCBL/HRAD/03/2026/1572

14th September 2026

STCBL is pleased to announce the following vacancies for immediate recruitment:

SN	Position of the vacant post	Grade	Slot	Qualification	Employment type	Experience	Pay and Benefits	Place of Posting
1	Fuel Pump Operator	19	1	Class VIII pass	Regular	Fresh	Pay scale- 9,135-230-13,735 (Basic Pay Nu. 9,135 + 20% Corporate Allowance on basic pay and 60% Fixed Allowance on basic pay). Other Benefits: As per SRR 2018	Petroleum Division 1. Dhamdum Fuel Retail Outlet

Interested candidates fulfilling the required eligibility criteria may apply online on or before **21st September 2026** in the link mentioned below:

Fuel Pump Operator – <https://forms.gle/pBmbcFG5AD4pPJff7>

The following documents are required for your application:

1. Resume;
2. Valid Medical Certificate;
3. Citizenship ID Card (both front and back);
4. Security Clearance Certificate;
5. Copies of relevant Academic Transcripts and Course Completion Certificates;
6. Previous Work Experience Certificates (if applicable);
7. Training Certificates (if applicable); and
8. A No Objection Certificate (NOC) from the present employer will be required if selected.

Important Note:

- Only short-listed candidates will be notified through STCB website: www.stcb.bt.
- All scanned documents should be less than 2MB.
- STCBL will not receive any physical application.
- We will accept the vacancy application through the above links only.

For any inquiries, contact HRAD during the office hours at toll free no. 1980/1940 (Extension - 114)/PBAX - 02-322953/ 05-252332.



Terms of Reference for Fuel Pump Operator, Petroleum Division

Position Title	Fuel Pump Operator
Grade	19
Slots	1
Pay and Allowances	Pay scale- 9,135-230-13,735 (Basic Pay Nu. 9,135 + 20% Corporate Allowance on basic pay and 60% Fixed Allowance on basic pay). Other Benefits: As per SRR 2018
Type of Employment	Regular
Reporting	In-Charge and General Manager, Petroleum Division
Qualification	Class VIII pass
Placement	Dhamdum Fuel Retail Outlet
Duties and responsibilities and accountability:	• Greet customers courteously and provide prompt service. • Dispense gasoline or diesel fuel to vehicles as per customer request and specified levels. • Activate and operate fuel pumps and dispensing units safely and accurately. • Collect payments from customers after fueling and ensure correct cash handling. • Issue receipts to customers for all transactions. • Close daily sales and reconcile cash at the end of each shift. • Maintain proper records of sales, dip readings, and stock levels. • Carry out fuel decantation work as per standard procedures. • Remain accountable for dispensing units and cash handled during the assigned shift. • Follow and maintain all safety procedures and operational instructions strictly. • Maintain a safe and secure working environment at all times. • Follow service quality standards and customer service protocols. • Maintain personal health and hygiene standards at the workplace