JOB PROSPECTING SURVEY REPORT 2015



Labour Market Information & Research Division
Department of Employment
Ministry of Labour and Human Resources



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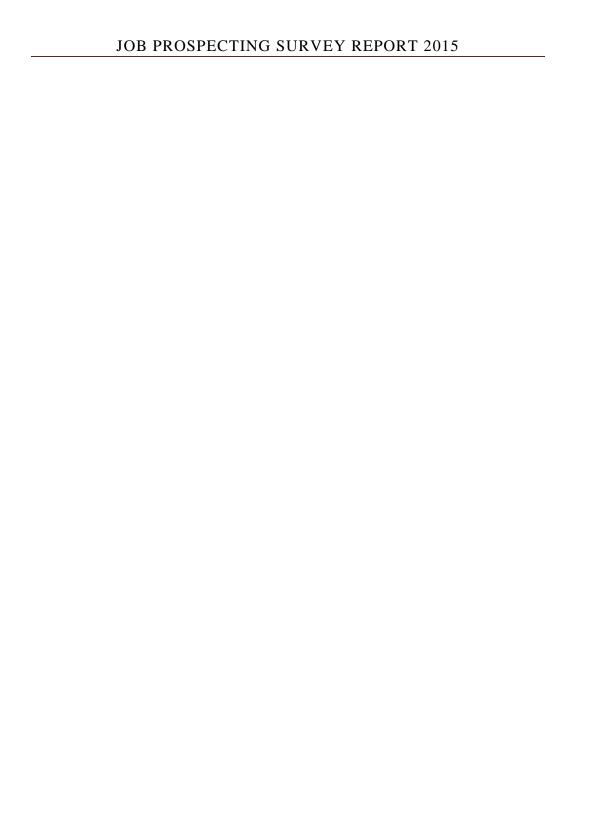
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FOREWORD

The Labour Market Information & Research Division of the Department of Employment under the Ministry of Labour and Human Resources is pleased to release the fourth issue of Job Prospecting Report which was conducted from 28th February to 22nd March, 2015.

The survey was conducted to study the potential of major sectors in the labour market with regard to providing employment. Also it was intended to obtain information on the labour market needs amongst the major sectors that were covered from the survey.

The report contains information on the details of establishments, human resource requirement and trainings. This report will not only be useful to the job seekers in the labour market with particular set of skills, knowledge and qualification but also help guide prospective job seekers (students and trainees) about the existing and future labour market scenario.

The Department of Employment under the Ministry of Labour and Human Resources would like to acknowledge and thank all the organizations and individuals involved in the survey.

We hope the report will be useful to the users and we welcome any feedback for further improvement of the report.

Jamyang Galey
Director
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Ministry of Labour and Human Resources

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CHAPTER 1: INTRODUCTION

Background:

The share of secondary and tertiary economic sectors to Bhutan's Gross Domestics Product has grown remarkably grown over the past decades, for 2013 alone, secondary sector contributed 42.30 percent of the GDP and tertiary sector 41.52 percent (National Accounts Statistics 2014). While their contribution to the country's socio-economic development is growing, it is also imperative that this growth also resonates into growth in their employability potential.

The Job Prospecting Survey is a comprehensive study pertaining to the eight thrust sectors viz. ICT, Manufacturing, Hydropower, Construction, Tourism, Automobile, Education and Finance. Besides the eight thrust sector the survey covered other sectors contributing to 14.1 percent of the total share. It is mainly intended to study the short term human resource requirement in the country.

Job Prospecting Survey 2015 has been guided by the following broad objectives:

- To formulate plans and strategies towards narrowing the skills gap.
- To enhance job placement and promote appropriate skills training.
- To compute the list of potential employers.

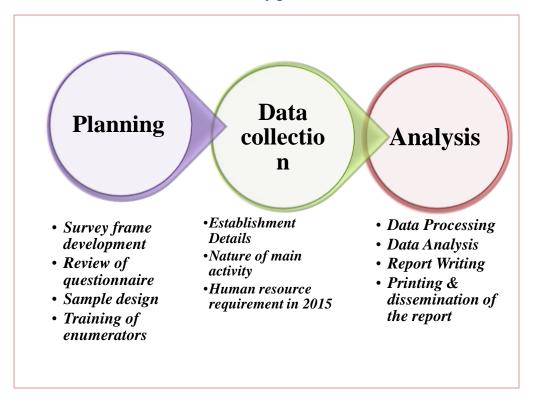
The job vacancies captured in the survey and the administrative records compiled within the Ministry, it indicates structural unemployment in the Bhutanese labour market which could be attributed to the changes in the composition of labour supply and demand, and geographical mismatch between locations of job openings and job seekers. With such unemployment pattern in our labour market, there are bound to be shortage of skills in some occupations and areas, while having an oversupply of other skills.

Research Scope and Methodology:

The approach to the study included desk research, field visits, interviews and a request for written submission.

The Desk study was conducted utilizing published directories of the private and corporate sectors provided by the Department of Trade, Ministry of Economic Affairs, Training Institutes Directory of the Department of Occupational Standards, MoLHR, Service sector list from the Tourism Council of Bhutan, Automobile sectors list from the Automobile Association of Bhutan and the Construction sectors list from the Construction Development Corporation Limited of Bhutan.

Chart 1.1: An overview of the survey process:



The Job Prospecting Survey 2015 was conducted on online system android platform developed by ICT unit of the Ministry. Through this system, the filled survey questionnaire were sent directly to the server.

The field visits and face to face interviews with relevant officials were conducted with key interest groups such as the manufacturing industries, service sectors and hydropower sectors. The aim of the survey was to collect information on human resource requirement in the year 2015.

Important Definitions:

- 1. **Establishment** means an economic unit, generally at a single physical location, where business is conducted or where services or industrial operations are performed. It is usually engaged in one predominant type of economic activity.
- **2. Main Activity** refers to the specific activity performed by the establishment, e.g. Manufacture of Pepsi, beer, cement, hotel, hydropower etc. For hydropower, the nature of main activity pertains to manufacturing of electricity.

3. Type of Legal organization:

- 1. Individual proprietorship: An owner who fully owns his business with full legal rights.
- 2. Partnership: A business or an entity owned by two individuals of same nationality for the production of goods or services with common goals.
- 3. Private Limited Company: More than 50% of the share owned by private undertaking. (Tashi Commercial Corporation, Jigme Mining Corporation, etc.)
- 4. Public Limited Company: More than 50% of the share owned by government. (Eg. BoB, PCAL, RICBL, etc)
- 5. Joint Venture: Business entities owned by Bhutanese and foreign individual. (example: Taj Tashi, Druk PNB, Le Meridian etc)

4. Occupation

Occupation is the type of work, trade or profession performed by the person during the survey period.

Category of Establishment:

The category of establishment has been defined based on the employment size and the amount of investment made as per the license issued by the Ministry of Economic Affairs as follows:

Scale of Industry	Employment size	Investment (Nu. in Million)
Small	5-19	1-10
Medium	20-99	10-100
Large	100+	>100

Survey Coverage:

The Job Prospecting Survey 2015 covered 19 dzongkhags, except Gasa dzongkhag since there are no potential establishments in the district. The focus of the survey was on the thrust sectors that possess potential for generating employment viz. Manufacturing, ICT, Construction, Tourism, Hydropower, Automobile Education, Finance and others. The survey gathered information from 1,142 establishments in the country.

Limitations of the survey:

- 1. Job Prospecting Survey does not capture small sectors (Small and Medium Enterprises).
- 2. The study also does not capture small contractors and small travel agents, and hotels and restaurants.

CHAPTER 2: ESTABLISHMENT DETAILS

The Job Prospecting Survey 2015 collected information from 1,142 registered establishments - 22.0 percent comprised of Information, Communication and Technology (ICT) sector followed by Tourism industry with 16.1 percent and manufacturing sector comprises 15.3 percent. Construction sector contributed to about 12.3 percent, and others constituted of 14.1 percent of the total surveyed establishments which included media, Non-Government Organizations (NGOs), consultancy firms, entertainment centres, driving training institutes, trading and mining.

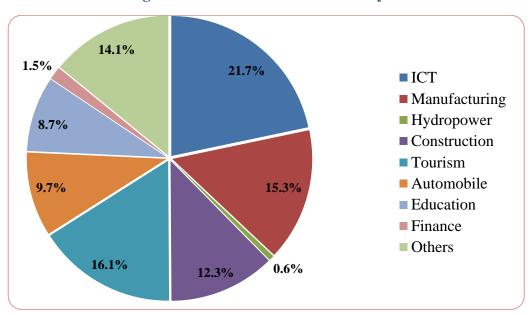


Chart 2.1: Percentage distribution of establishments by sector - 2015

The survey coverage by trade region shows that 59.6 percent of the establishments covered were from Thimphu region followed by 11.6 percent from Phuentsholing region and Gelephu region amounted to about 3 percent.

The number of establishments operated in a year, indicates that the growth of establishment have been more rampant since 2000, 81 percent of the establishments operating between 2000 - 2015 and 47 percent of the total establishments reported to have been operated between 2010 and 2015 alone.

Chart 2.2: Number of establishments by trade region - 2015

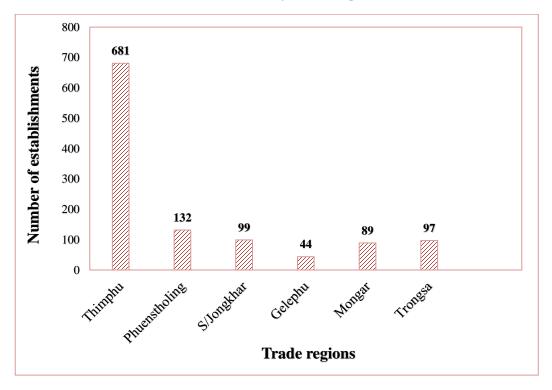
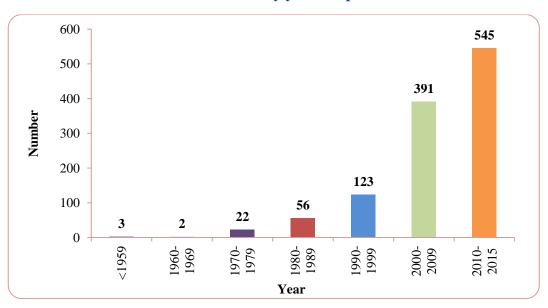


Chart 2.3: Number of establishments by year of operation - 2015



The highest number of establishments, 19.4 percent, for the survey was covered under the economic activities "Wholesale and retail trade" followed by 17.3 percent in "Manufacturing" and 12.0 percent in "Hotels and restaurants" (inclusive of establishments involved in tourism activities).

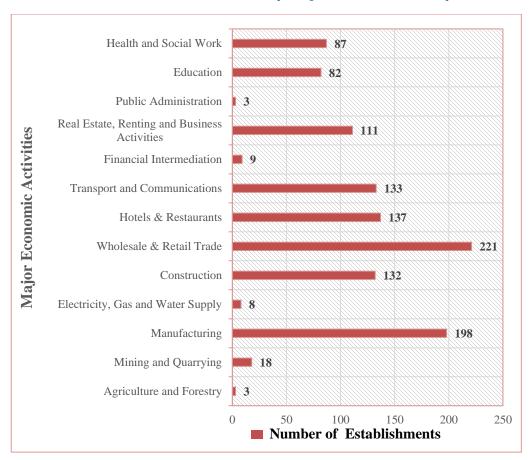


Chart 2.4: Number of establishments by major economic activity - 2015

The establishment coverage by dzongkhags shows 49 percent of the establishments are in Thimphu dzongkhag followed by Chukha and Bumthang dzongkhags each with 7.4 percent. Tsirang, Dagana, Trongsa, and Zhemgang are the four dzongkhags with least proportion of the total establishments covered in the survey (with less than 1% from each dzongkhag).

Almost all the establishments (97.2 percent) are situated in the urban centres of the dzongkhags while only 3.8 percent (32) of the establishments are in rural areas.

Table 2.1: Percentage share of establishments by Dzongkhag – 2015

Dzongkhag	Number	Percentage share
Bumthang	85	7.4
Chukha	84	7.4
Dagana	4	0.4
Haa	22	1.9
Lhuentse	12	1.1
Mongar	38	3.3
Paro	45	3.9
Pemagatshel	26	2.3
Punakha	14	1.2
Samdrup Jongkhar	50	4.4
Samtse	48	4.2
Sarpang	38	3.3
Thimphu	559	49.0
Trashigang	39	3.4
Trashiyangtse	23	2.0
Trongsa	7	0.6
Tsirang	2	0.2
Wangdue	41	3.6
Zhemgang	5	0.4
Total	1,142	100

CHAPTER 3: HUMAN RESOURCE REQUIREMENT

The Job Prospecting Survey 2015 captured 447 human resource requirement in different sectors by different level of qualification and skills available. The human resource requirement reported from 198 establishments are all regular employment.

Of the total human resource requirement by the establishments, 63.1 percent are in Thimphu region, 18.2 percent in Phuentsholing region, 10.1 percent are in Trongsa region and 8.6 percent in Gelephu region (Chart 3.1).

Looking at the level of qualification required for the reported human resource requirement, 58.2 percent for Class X passed and below (that is, 260 out of the total 447); 17.2 percent for Bachelor degree and 13.2 percent for those who do not have formal education (Chart 3.2).

Furthermore, 32.0 percent of the requirement are in ICT sector followed by 21.3 percent in tourism sector and 12.3 percent in manufacturing sector while hydropower sector reported only about 0.7 percent (Chart 3.3). 48.5 percent of the requirement are in craft and related workers and 19.7 percent for technicians and associate professionals.

Chart 3.1: Percentage share of human resource requirement by trade region - 2015

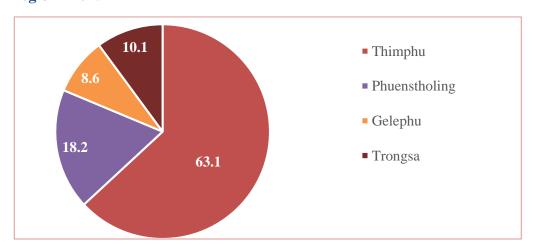


Chart 3.2: Human resource requirement by level of qualification – 2015

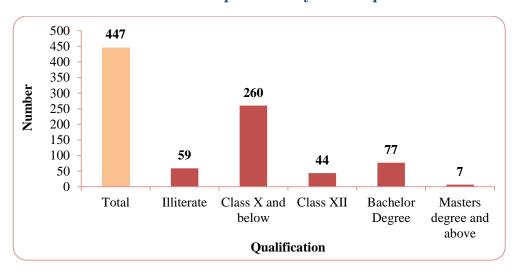


Chart 3.3: Percentage share of human resource requirement by sector - 2015

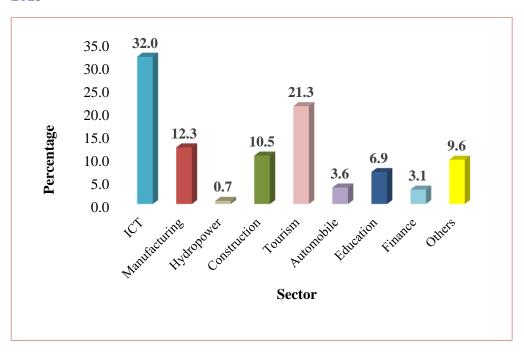
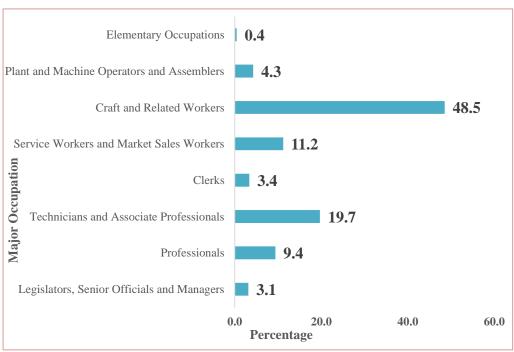


Chart 3.4: Percentage share of human resource requirement by major occupation - 2015

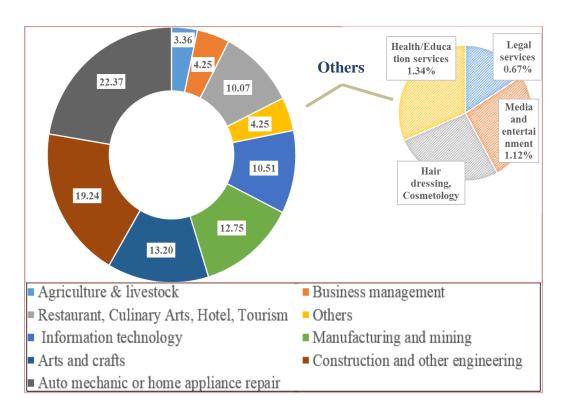


CHAPTER 4: TRAINING DETAILS

From the 1,142 establishments covered in the survey with 198 establishments reporting about 447 human resource requirement, all of those requirement came in with some form of training required in related field. With the labour market getting more and more competitive, the prospecting employers seem to be more considerate of the skills that the aspiring job seekers would possess.

Demand for people with training in auto mechanic and home appliance repair constituted 22.4 percent and construction and other engineering skills constituted 19.2 percent. Training in the field of health/education services, legal services, media and entertainment, and cosmetology made up to only about 4.3 percent from the total human resource requirement.

Chart 4.1: Percentage share of skills required by type of training - 2015



Looking at the types of training currently offered by various private training institutes, Bhutan Elite Security Services has the highest intake capacity with 720 recruitments for training on security services followed by National Language and Rigzhung Institute with an intake capacity of 355 in 2015. Taking into consideration the fifteen training institutions with current intake capacity, annually 3,340 trainees can be trained.

Of the 3,340 intake capacity from private institutions, 28.7 percent of the training are related to security services, 22.0 percent offering language and communication courses, and 17.1 percent for information and technology (Chart 4.2).

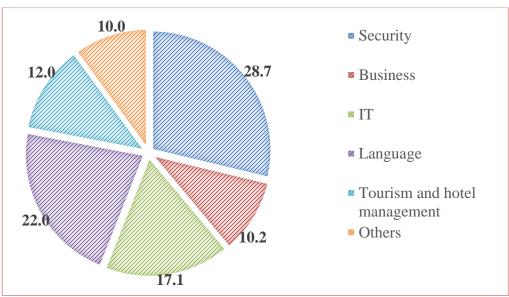
Table 4.1: Top 15 intake capacity of private training providers - 2014

Sl. No.	Training providers	Intake Capacity
1	Bhutan Elite Security Services	720
2	National Language and Rigzhung Institute	355
3	Bhutan International School of Hospitality and Tourism	340
4	Jachung Security Service (JSS)	240
5	Info -Tech Learning Centre	220
6	BK ONE Bhutan Centre of Excellence	200
7	Rigsum Institute of IT and Management (P/ling)	175
8	Rigsum Institute of Technical Education & Management	170
9	Global Computer Training Centre	160
10	Bright Life Institute of Management	160
11	Dzongkha Development Training Institute	120
12	Dzongkha Language institute	120
13	Druk Tshemzo Training Institute	120
14	Jampel Computer and Management Training Institute	120
15	Bhutan Institute of Information Technology	120
	TOTAL	3,340

Source: Directory of Registered Training Providers 2014, DoS, MoLHR

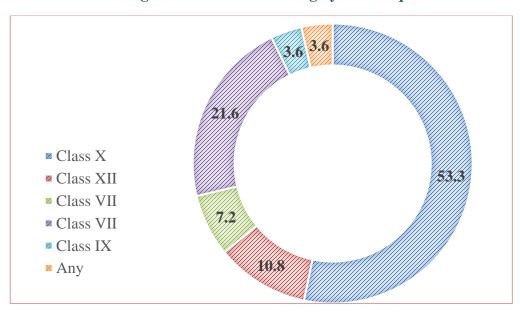
Note: Training institutes such as musical training institutes and driving training centres were not included

Chart 4.2: Percentage distribution of type of courses offered by the private training providers



The available training courses are designed for jobseekers with certain level of education. 53.3 percent of these courses required entry level of Class X passed to avail the training. About 21.6 percent require an individual interested in the training to at least have completed Class VII.

Chart 4.3: Percentage distribution of training by level of qualification



Annexure I: Establishment Details

Table 1.0: Number of establishments by major economic activity by trade region - 2015

	Trade Regions						
Major Economic Activity	Thimphu	Phuentsholing	Samdrup Jongkhar	' C t elebhu	Mongar	Trongsa	Total
Agriculture and forestry	2	1	0	0	0	0	3
Mining and Quarrying	7	3	7	0	0	1	18
Manufacturing	78	37	26	6	22	29	198
Electricity, Gas and Water Supply	8	0	0	0	0	0	8
Wholesale & Retail Trade	64	18	11	12	17	10	132
Transport and Communications	115	39	21	7	28	11	221
Real estate, renting & business activities	68	13	13	j 5	12	26	137
Education	129	0	2	0	0	2	133
Health and Social Work	9	0	0	0	0	0	9
Construction	85	13	5	1	2	5	111
Hotel and Restaurants	2	0	0	1	0	0	3
Financial Intermediation	63	2	5	9	1	2	82
Health and Social Work	51	6	9	3	7	11	87
Total	681	132	99	44	89	97	1,142

Table 1.1: Number of establishments by major economic activity and category of establishment - 2015

MaiorEconomic Activity	Catego	Category of Establishment				
Major Economic Activity	Large	Medium	Small	Total		
Agriculture and forestry	1	1	1	3		
Mining and Quarrying	10	4	4	18		
Manufacturing	70	27	101	198		
Electricity, Gas and Water Supply	7	1	0	8		
Wholesale & Retail Trade	81	36	15	132		
Transport and Communications	80	47	94	221		
Real estate, renting & business activities	48	42	47	137		
Education	60	28	45	133		
Health and Social Work	7	2	0	9		
Construction	44	26	41	111		
Hotel and Restaurants	3	0	0	3		
Financial Intermediation	34	18	30	82		
Health and Social Work	38	12	37	87		
Total	483	244	415	1,142		

Table 1.2: Number of establishments by major economic activity and nationality of ownership - 2015

Major Economic Activity	Nation	Nationality of Ownership				
Wajor Economic Activity	Bhutanese	Foreigner	Both	Total		
Agriculture and forestry	3	0	0	3		
Mining and Quarrying	18	0	0	18		
Manufacturing	194	2	2	198		
Electricity, Gas and Water Supply	8	0	0	8		
Wholesale & Retail Trade	129	2	1	132		
Transport and Communications	219	1	1	221		
Real estate, renting & business activities	135	1	1	137		
Education	132	1	0	133		
Health and Social Work	7	1	1	9		
Construction	109	1	1	111		
Hotel and Restaurants	1	0	2	3		
Financial Intermediation	82	0	0	82		
Health and Social Work	86	0	1	87		
Total	1,123	9	10	1,142		

Table 1.3: Number of establishments by major economic activity and year of operation - 2015

	Year of Operation						i İ	
Major Economic Activity	<1959	1960- 1969	1970- 1979	1980- 1989	1990- 1999	2000- 2009	2010- 2015	Total
Agriculture and forestry	0	0	0	0	1	2	0	3
Mining and Quarrying	0	0	1	1	1	6	9	18
Manufacturing	1	1	7	12	20	62	95	198
Electricity, Gas and Water Supply	0	0	1	0	0	4	3	8
Wholesale & Retail Trade	1	0	3	12	37	49	30	132
Transport and Communications	0	1	5	7	19	56	133	221
Real estate, renting & business activities	0	0	0	8	14	56	59	137
Education	0	0	0	6	13	49	65	133
Health and Social Work	0	0	0	2	1	4	2	9
Construction	0	0	0	1	9	43	58	111
Hotel and Restaurants	0	0	0	0	0	0	3	3
Financial Intermediation	1	0	0	2	2	33	44	82
Health and Social Work	0	0	5	5	6	27	44	87
Total	3	2	22	56	122	391	545	1,142

Table 1.4: Number of establishments by sector and trade region - 2015

	Trade Regions							
Sector	Thimphu	Phuentsholing	Samdrup Jongkhar	Gelephu	Mongar	Trongsa	Total	
ICT	181	25	8	5	4	25	248	
Manufacturing	63	33	32	7	20	20	175	
Hydropower	6	0	0	1	0	0	7	
Construction	75	19	13	10	15	8	140	
Tourism	130	12	14	0	11	17	184	
Automobile	37	23	18	5	20	8	111	
Education	83	1	5	6	2	2	99	
Finance	14	1	0	0	0	2	17	
Others	92	18	9	10	17	15	161	
Total	681	132	99	44	89	97	1,142	

Table 1.5: Number of establishments by sector and year of operation - 2015

	Year of Operation							
Sector	<1959	1960- 1969	1970- 1979	1980- 1989	1990- 1999	2000- 2009	2010- 2015	Total
ICT	1	1	4	9	31	95	107	248
Manufacturing	1	1	7	10	15	53	88	175
Hydropower	1	0	1	0	0	2	3	7
Construction	0	0	3	12	31	53	41	140
Tourism	0	0	1	10	17	72	84	184
Automobile	0	0	1	5	11	25	69	111
Education	0	0	0	2	4	35	58	99
Finance	0	0	1	3	1	8	4	17
Others	0	0	4	5	13	48	91	161
Total	3	2	22	56	123	391	545	1,142

Table 1.6: Number of establishments by sector and type of legal organization - 2015

		Type of 1	Legal Organiza	tion		
Sectors	Individual Proprietorship	Partnership	Private Limited Company	Public Limited Company	Joint Venture	Total
ICT	222	9	8	6	3	248
Manufacturing	142	5	11	13	4	175
Hydropower	2	0	0	4	1	7
Construction	125	7	8	0	0	140
Tourism	167	7	3	5	2	184
Automobile	106	3	1	0	1	111
Education	88	8	2	1	0	99
Finance	9	2	1	3	2	17
Others	130	7	8	15	1	161
Total	991	48	42	47	14	1,142

Table 1.7: Number of establishments by sector and nationality of ownership - 2015

~	Nation	ality of Owne	rship	
Sector	Bhutanese	Foreigner	Both	Total
ICT	245	1	2	248
Manufacturing	171	2	2	175
Hydropower	5	0	2	7
Construction	138	2	0	140
Tourism	182	1	1	184
Automobile	111	0	0	111
Education	99	0	0	99
Finance	14	1	2	17
Others	158	2	1	161
Total	1,123	9	10	1,142

Table 1.8: Number of establishments by sector and category of establishments - 2015

Sector	Catego	ry of Establisl	nment	Total
Sector	Large	Medium	Small	10tai
ICT	153	41	54	248
Manufacturing	58	25	92	175
Hydropower	6	1	0	7
Construction	84	37	19	140
Tourism	55	55	74	184
Automobile	20	28	63	111
Education	35	23	41	99
Finance	12	3	2	17
Others	60	31	70	161
Total	483	244	415	1,142

Table 1.9: Number of establishments by trade region and year of operation - 2015

	Year of Operation							
Trade region	<1959	1960- 1969	1970- 1979	1980-1989	1990- 1999	2000- 2009	2010- 2015	Total
Thimphu	2	1	11	27	75	226	339	681
Phuentsholing	1	1	8	5	19	42	56	132
Samdrup Jongkhar	0	0	1	11	6	34	47	99
Gelephu	0	0	1	2	4	17	20	44
Mongar	0	0	0	0	9	33	47	89
Trongsa	0	0	1	11	10	39	36	97
Total	3	2	22	56	123	391	545	1,142

Table 1.10: Number of establishments by type of legal organization and year of operation - 2015

	Year of Operation							
Type of legal organization	<1959	1960- 1969	1970- 1979	1980- 1989	1990- 1999	2000- 2009	2010- 2015	
Individual Proprietorship	1	0	15	44	108	339	484	991
Partnership	0	1	0	2	2	15	28	48
Private Limited Company	1	0	2	4	5	20	10	42
Public Limited Company	1	1	5	5	6	13	16	47
Joint Venture	0	0	0	1	2	4	7	14
Total	3	2	22	56	123	391	545	1,142

Table 1.11: Number of establishments by year of operation and nationality of ownership - 2015

Voor of Operation	Natio	Total		
Year of Operation	Bhutanese Foreigner		Both	Total
<1959	3	0	0	3
1960-1969	2	0	0	2
1970-1979	20	2	0	22
1980-1989	52	3	1	56
1990-1999	123	0	0	123
2000-2009	389	0	2	391
2010-2015	534	4	7	545
Total	1,123	9	10	1,142

Table 1.12: Number of establishments by year of operation and category of establishment -2015

V	Categ	Category of Establishment					
Year of Operation	Large	Medium	Small	Total			
<1959	3	0	0	3			
1960-1969	1	0	1	2			
1970-1979	16	3	3	22			
1980-1989	30	11	15	56			
1990-1999	55	37	31	123			
2000-2009	183	85	123	391			
2010-2015	195	108	242	545			
Total	483	244	415	1,142			

Table 1.13: Number of establishments by type of legal organization and nationality of ownership - 2015

True of Local Ouronization	National	ity of owner	ship	Total	
Type of Legal Organization	Bhutanese	Foreigner	Both	Total	
Individual Proprietorship	984	6	1	991	
Partnership	47	0	1	48	
Private Limited Company	40	1	1	42	
Public Limited Company	46	0	1	47	
Joint Venture	6	2	6	14	
Total	1,123	9	10	1,142	

Table 1.14: Number of establishments by type of legal organization and trade region - 2015

	Trade Regions							
Type of Legal Organization	Thimphu	Phuentsho ling	Samdrup Jongkhar	Gelephu	Mongar	Trongsa	Total	
Individual Proprietorship	579	106	90	43	89	84	991	
Partnership	33	7	3	0	0	5	48	
Private Limited Company	27	9	2	0	0	4	42	
Public Limited Company	34	7	3	0	0	3	47	
Joint Venture	8	3	1	1	0	1	14	
Total	681	132	99	44	89	97	1,142	

Table 1.15: Number of establishments by type of legal organization and category of establishment - 2015

Type of Logal Ovganization	Categor	Category of Establishment				
Type of Legal Organization	Large	Medium	Small	Total		
Individual Proprietorship	393	205	393	991		
Partnership	20	14	14	48		
Private Limited Company	28	10	4	42		
Public Limited Company	34	9	4	47		
Joint Venture	8	6	0	14		
Total	483	244	415	1,142		

Table 1.16: Number of establishments by nationality of ownership and category of establishment - 2015

Nationality of	Catego	T-4-1			
Ownership	Large Mediu		Small	Total	
Bhutanese	474	238	411	1,123	
Foreigner	3	2	4	9	
Both	6	4	0	10	
Total	483	244	415	1,142	

Table 1.17: Number of establishments by trade region and nationality of ownership - 2015

Trade Region	Nationality of Ownership			Total
Trauc Region	Bhutanese	Foreigner	Both	Total
Thimphu	670	5	6	681
Phuentsholing	130	1	1	132
Samdrup Jongkhar	3	3	1	99
Gelephu	43	0	1	44
Mongar	89	0	0	89
Trongsa	96	0	1	97
Total	1,123	9	10	1,142

Table 1.18: Number of establishments by trade region and category of establishment - 2015

Trade Region	Category of Establishment			Total
Trade Region	Large	Medium	Small	Total
Thimphu	362	149	170	681
Phuenstholing	57	27	48	132
S/Jongkhar	14	14	71	99
Gelephu	11	11	22	44
Mongar	5	14	70	89
Trongsa	34	29	34	97
Total	483	244	415	1,142

Table 1.19: Number of establishments by dzongkhag and category of establishment – 2015

Dzongkhag	Category of establishment			Total	
Dzongknag	Large	Medium	Small	Total	
Bumthang	33	25	27	85	
Chukha	28	20	36	84	
Dagana	0	3	1	4	
Haa	18	3	1	22	
Lhuentse	2	4	6	12	
Mongar	1	4	33	38	
Paro	9	24	12	45	
Pemagatshel	6	4	16	26	
Punakha	8	5	1	14	
Samdrup Jongkhar	8	8	34	50	
Samtse	29	7	12	48	
Sarpang	10	8	20	38	
Thimphu	297	109	153	559	
Trashigang	2	6	31	39	
Trashi Yangtse	0	2	21	23	
Trongsa	1	3	3	7	
Tsirang	1	0	1	2	
Wangdue	30	8	3	41	
Zhemgang	0	1	4	5	
Total	483	244	415	1,142	

Table 1.20: Number of establishments by dzongkhag and area – 2015

December	Are	Total	
Dzongkhag	Urban	Rural	Total
Bumthang	83	2	85
Chukha	84	0	84
Dagana	2	2	4
Haa	21	1	22
Lhuentse	12	0	12
Mongar	37	1	38
Paro	45	0	45
Pemagatshel	22	4	26
Punakha	14	0	14
Samdrup Jongkhar	47	3	50
Samtse	47	1	48
Sarpang	31	7	38
Thimphu	553	6	559
Trashigang	39	0	39
Trashi Yangtse	19	4	23
Trongsa	6	1	7
Tsirang	2	0	2
Wangdue	41	0	41
Zhemgang	5	0	5
Total	1,110	32	1,142

Annexure 2: Human Resource Requirement

Table 2.0: Number of human resources requirement by major occupation and category of establishment - 2015

Major Occupation	Ca	itegory of establ	ishment	Total
Major Occupation	Large	Medium	Small	Total
Legislators, Senior Officials and Managers	11	1	2	14
Professionals	26	3	13	42
Technicians and Associate Professionals	63	14	11	88
Clerks	10	3	2	15
Service Workers and Market Sales Workers	25	8	17	50
Craft and Related Workers	116	36	65	217
Plant and Machine Operators and Assemblers	11	2	6	19
Elementary Occupations	0	0	2	2
Total	262	67	118	447

Table 2.1: Number of human resources requirement by major economic activity and category of establishment - 2015

Major Economic Activity	Category of Establishment						
•	Large	Medium	Small				
Mining and Quarrying	5	2	1	8			
Manufacturing	39	11	24	74			
Electricity, Gas and Water Supply	4	0	0	4			
Construction	33	10	3	46			
Wholesale & Retail Trade	42	12	19	73			
Hotel and Restaurants	47	13	24	84			
Transport and Communications	31	8	22	61			
Financial Intermediation	7	2	0	9			
Real estate, renting & business activities	24	6	6	36			
Education	13	2	17	32			
Health and Social Work	17	1	2	20			
Total	262	67	118	447			

Table 2.2: Number of human resource requirement by sector and category of establishment - 2015

Sector	Catego	Total		
Sector	Large	Small	Iotai	
ICT	92	19	32	143
Manufacturing	22	8	25	55
Hydropower	3	О	О	3
Construction	39	7	1	47
Tourism	53	17	25	95
Automobile	9	4	3	16
Education	20	2	9	31
Finance	7	6	1	14
Others	17	4	22	43
Total	262	67	118	447

Table 2.3: Number of human resource requirement by level of qualification and category of establishment - 2015

Qualification	Catego	Total		
Quamication	Large	Medium	Small	Total
Illiterate	34	11	14	59
Class X & below	131	46	83	260
Class XII	29	5	10	44
Bachelor degree	66	2	9	77
Masters degree and above	2	3	2	7
Total	262	67	118	447

Table 2.4: Number of human resource requirement by trade regions and category establishment - 2015

т. I. D	Catego	TD . 4 . 1		
Trade Regions	Large	Medium	Small	Total
Thimphu	149	42	55	246
Phuentsholing	80	9	14	103
Gelephu	5	9	44	58
Trongsa	28 7		5	40
Total	262	67	118	447

Annexure 3: Training

Table 3.0: Number of human resource requirement by field of training and level of qualification - 2015

	Ec	lucatio	n qua	lificatio	o n	
Field of training (required by the establishments)	No formal background	Class X and below	Class XII	Bachelor degree	Master degree and above	Total
Agriculture,livestock	12	3	0	0	0	15
Auto mechanic or home	19	73	6	2	0	100
Construction and other engineering	3	33	18	32	0	86
Manufacturing and mining	10	42	0	3	2	57
Information technology	2	10	4	31	0	47
Business management	1	0	10	6	2	19
Health/Education services	0	0	5	1	0	6
Media and entertainment	0	5	0	0	0	5
Legal services	0	0	0	0	3	3
Hair dressing, Cosmetology	0	5	0	0	0	5
Restaurant, Culinary	9	33	1	2	0	45
Arts and crafts	3	56	0	0	0	59
Total	59	260	44	77	7	447

Table 3.1: Number of human resource requirement by field of training and category of establishment - 2015

T	Categoi	ry of Establ	ishment	T-4-1
Type of training	Large	Medium	Small	Total
Agriculture, livestock	4	3	8	15
Auto mechanic or home	55	18	27	100
Construction and other engineering	58	10	18	86
Manufacturing and mining	34	13	10	57
Information technology	43	2	2	47
Business management	14	3	2	19
Health/Education services	1	2	3	6
Media and entertainment	3	2	0	5
Legal services	1	2	0	3
Hair dressing, Cosmetology	5	0	0	5
Restaurant, Culinary	26	6	13	45
Arts and crafts	18	6	35	59
Total	262	67	118	447

Table 3.2: Number of human resource requirement by type of training and sector - 2015

				S	Sector					
Type of training	ICT	Manufacturing	Hydropower	Construction	Tourism	Automobile	Education	Finance	Others	Total
Agriculture and livestock	9	2	0	3	1	0	0	0	0	15
Auto mechanic or home	28	7	1	12	23	2	4	6	13	96
Construction and other engineering	32	22	0	5	6	8	4	4	1	82
Manufacturing and mining	20	4	0	10	11	2	1	1	8	57
Information technology	3	1	2	3	33	3	1	0	3	49
Business management	7	1	0	1	2	1	3	0	0	15
Health/Education services	3	0	0	1	2	0	0	0	0	6
Media and entertainment	1	0	0	2	2	0	0	0	0	5
Legal services	2	0	0	1	0	0	0	0	0	3
Hair dressing, Cosmetology	2	0	0	3	0	0	0	0	0	5
Restaurant, Culinary	21	2	0	5	9	0	1	3	3	44
Arts and crafts	15	16	0	1	6	0	2	0	15	55
Total	143	55	3	47	95	16	16	14	43	432

Table 3.0: Number of courses offered by training institutes for Bachelor Degree -2015

Sl. No.	Training Providers	Course	Intake Capacity	Entry Level
1	Bhutan Elite Security Services	Security services	720	Class V
2	National Language and Rigzhung Institute	Dzongkh Language	355	Class X
		Front Office	25	Class X
		Housekeeping	25	Class X
	 	Culinary skills	50	Class X
		Bakery and Confectionary	25	Class X
	Bhutan International	Food and Beverage services	25	Class X
3	School of Hospitality	Ghotel operations	25	Class X
	and Tourism	Hotel Management	25	Class X
		German language	40	Class X
		Cultural Tourist Guide	40	Class XII
		International Culinary	30	Class XII
		Hotel Management	30	Class XII
4	Jachung Security Service (JSS)	Security courses	240	Class VIII
		Animation and Multimedia	10	Class X
	Info -Tech Learning	Web designing	30	Class X
-		Commercial Accounting	60	Class X
5	Centre	Information Technology	60	Class X
		Programming	30	Class X
		Hardware & netwroking	30	Class X
[i		BPO and Services Industry Employability Program	100	Class XII
	DV ONE Dhuton	Communication and soft skills training	20	Class XII
6	BK ONE Bhutan	Commercial accounting	40	Class XII
	Centre of Excellence	Information and Management system	20	Class XII
		ICT with Office Management	20	Class XII
	·	Information Technology	25	Class X
	D: I4'44 E IT	Commercial accounting	50	Class X
7	Rigsum Institute of IT	Housekeeping	25	Class X
7	and Management	Food and Beverage services	25	Class X
	(P/ling)	Financial management	25	Class X
		IMS	25	Class X
	 	Office management	15	Class X
		Information Technology	15	Class X
		Hotel Management	15	Class X
8	Technical Education &		50	Class X
	Management	Financial management	25	Class X
	3 	Computer Application	25	Class X
		Computer Programming	25	Class X

Sl. No.	Training Providers	Course	Intake Capacity	Entry Level
		Graphic and Multimedia	40	Class X
		Computer Hardware and Networking	40	Class X
9	Global Computer	Diploma in DCA	20	Class X
9	Training Centre	Diploma in DIT	20	Class X
		Certificate in CA	20	Class X
		Information Technology	20	Class X
		BPO	30	Classs X
		Practical Accounting	30	Classs X
	Bright Life Institute of	Call centre professional	20	Classs X
10	Management	hardware & networking	20	Classs X
	Management	Front desk & customer relationship management	20	Classs X
		Advanced IT with Dzongkha unicode	20	Classs X
 	 	Office management	20	Classs X
	Institute	Dzongkha Certificate Course	30	Class X
11		Dzongkha Continuing Education	30	Class XII
11		Dzongkha Course	30	Class IX
Ĺ		Dzongkha Distance Education	30	Class IX
		Dzongkha Certificate Course	30	Class X
12	Dzongkha Language	Dzongkha Continuing Education	30	Class XII
12	Institute	Dzongkha Course	30	Class IX
: L	i L	Dzongkha Distance Education	30	Class IX
13	Druk Tshemzo Training Institute	Tailoring Courses	120	Any
	Jampel Computer and	Information Technology	40	Class X
14	Management Training	Hardware and Networking	40	Class X
	Institute	Office management	40	Class X
		Office management	20	Class X
	Bhutan Institute of	Information Technology	20	Class X
15	Information	Accountancy with Tally	20	Class X
13		Office Application	20	Class X
	Technology	Commercial Accountancy with Tally	20	Class X
<u> </u> 	 	Modern Office Management and Business	20	Class X

Source Directory of Registered Training Providers 2014, DOS, MoLHR

Annexure 4: Job Prospecting Survey 2015 questionnaire



Department of Employment Minisry of Labour and Human Resources Job Prospecting Survey 2015

Disclaimer: The Department would like to request all the respondents to kindly cooperate with our enumerators for this Job Prospecting Survey 2015. The data and information collected here are purely meant for the formulation of employment and labour policies and, therefore, shall be kept confidential at all times.

				Director
Name	of the respondent:			
Q1. E s	stablishment:			
	Name of the Establis Contact No.:			
	Location:			
		b.Town/Place: _		
		c.Area: 1. Urb	oan 2. Rural:	
Q2. N	ature of Activity [Indi	ustry code]:		
Q2.1.	Sector: 1. ICT 2. Ma 5. Tourism 9. Others, spec	6. Automobile	. Hydropower 47. Education	
Q3. Y	ear of Operation:			
Q4. Ty	ype of Legal Organiza	tion: 1. Individual	proprietorship	
		2.Partnership		
		3.Private Lim	nited Company	
		4.Public Lim	ited Company	
		5.Joint Ventu	re	
Q5. N	ationality of Ownersh	ip: 1. Bhutanese	2. Non-Bhutanes	e 3. Both

Q6. Category of Establishment: 1. Large 2. Medium 3. Small

Q7. Emerging Skills Needs in the establishment, 2015? 1. Yes 2. No

Q7.1. If Yes:

		Qualifi	Specify	Specify	Training	If Yes, field			ployn Status				
Sl. No.	Occupation (Enter Occupation code)	cation (Enter code)	Field (Class XI-XII)	Field (Degree & above)	background? (I.Yes 2.No) (Enter code)		(Degree & background?		Slots	Regular	Contract	Casual	Month of Recruitment

Interview status: 1. Complete

2. Incomplete Reason: _____

Codes for Qualification

00 – Illiterate 01-12 (Classes1-12) 15 - Bachelor degree 20 - Master degree and above

Codes for Stream (Class XI-XII)

1-Science 2- Arts 3- Commerce

Codes for Degree (and above) Fields/Subjects

- 1 Education
- 2 Business administration, retail shop management, economics etc.
- 3 Public administration and planning
- 4 Law and legal service
- 5 Medical, health services, nursing, etc.
- 6 Science, mathematics, computing etc.
- 7 Other technical & engineering including architecture, craft etc.
- 8 Agriculture, livestock, forestry
- 9 Social and behavioral studies, media, culture, sport, tourism etc.
- 10 Art or humanities languages, classics, history, theology etc.

- 11 Personal care services domestic science etc.
- 12 Public order and safety police, army, fire services etc.
- 13 General or no specific field

Codes for Training:

- 1- Agriculture, livestock, fishing etc.
- 2- Auto mechanic or home appliance repair
- 3- Construction and other engineering
- 4- Manufacturing and mining (e.g. skilled operator etc.)
- 5- Information technology (e.g. computer software, database etc)
- 6- Business management, book-keeping/accounting, finance etc.
- 7. Health/Education services
- 8. Media and entertainment
- 9- Legal services (e.g. Legal assistant, Paralegal)
- 10- Secretarial, Clerical, General office
- 11- Hair dressing, Cosmetology
- 12- Restaurant, Culinary Arts, Hotel, Tourism
- 13- Public order and safety (e.g. Police, Army, Fire Services etc.)
- 14-Arts and crafts (e.g. tailoring, weaving, painting, etc)

GENESIS OF THE REPORT

Overall Management:

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Department of Employment, MoLHR

Questionnaire and Training Coordinator

Tandin Dorji, Sr, Statistical Officer

Sample Design

Tandin Dorji, Sr. Statistical Officer

Questionnaire Design on tablet

Suresh Nepal, ICT Unit, MoLHR

Field Operation:

Dechen Dema. Asst. Research Officer

Gayduen Wangdi, Research Officer

Data Processing & Compilation of Report:

Dechen Dema, Asst. Research Officer

Administrative & Finance:

Gayduen Wangdi, Research Officer

Field Operation: Survey Coordinators and Supervisors

Tandin Dorji, LMIRD, MoLHR

Gayduen Wangdi, LMIRD, MoLHR

Dechen Dema, LMIRD, MoLHR

Singye Dorji, ICT Unit, MoLHR

Suresh Nepal, ICT Unit, MoLHR

Yeshey Wangchuk, Phuentsholing Regional Office

Chuki Dukpa, Phuentsholing Regional Office

Sangay Dorji, Samdrup Jongkhar Regional Office

Karma Wangmo, Samdrup Jongkhar Regional Office

Dorji Rinchen, Trashigang Regional Office

Tshering Zangmo, Trashigang Regional Office

Leki, Gelephu Regional Office

Bhim Bdr. Chhetri, Gelephu Regional Office

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