

Labour Market Information Bulletin 2010

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Foreword

The Labour Market Information Division under the Department of Employment of the Ministry of Labour and Human Resources is pleased to release the fifth issue of the Labour Market Information Bulletin.

The Labour market like other markets can be described in terms of supply and demand components. The supply side primarily refers to the number of potential workers and their characteristics whereas the demand side refers to employers' staffing requirements. The labour market is an arena where those who are in need of labour and those who can supply the labour come together.

The labour market information is intended to help individuals and businesses make informed decisions about careers, education, employment, and business plans and also to determine which occupations suit their aptitudes and interests, where the jobs are, and which occupations have the best prospects. It also helps people locate the most appropriate training and educational resources.

On behalf of the Department of Employment, Ministry of Labour and Human Resources, I hope that government, non-government agencies, private/corporate sectors, students, job seekers and career counselors make use of the LMI report for proper planning and decision making.

**DIRECTOR
DEPARTMENT OF EMPLOYMENT**

Definition:

- 1. Reference Period:** The reference period of the survey pertains to the last one week's time prior to the date of enumeration.
- 2. Labour Force:** The labour force comprises of the economically active population 15 years of age and above.
- 3. Marginal Revenue Product:** Also referred to as the marginal revenue product of labor, is the change in total revenue earned by a firm that results from employing one more unit of labor.
- 4. Employed:** Is defined as those persons, who during the reference period, worked as paid employees, employers, own account workers (self employed), or unpaid family workers. This even includes persons with a job but not at work during the reference period.
- 5. Unemployed:** Those persons who did not work during the reference period but available or looking for work.
- 6. Employee:** The person who works for payment.
- 7. Employer:** The person who employs at least one paid employee under him.
- 8. Supply of Labour:** Supply of labour represents the number of workers entering into the world of work from schools, universities, educational institutions, and technical and vocational training institutions.
- 9. Demand for Labour:** Demand for labour encompasses the number of employment opportunities available in the public and private sector institutions within the country.
- 10. Price of Labour:** Price of labour reveals the wage rates at which the Bhutanese labour is exchanged locally.

Glossary

ATP	-	Apprenticeship Training Programme
PEEP	-	Pre-Employment Engagement Programme
ESD	-	Employment Services Division
LMID	-	Labour Market Information Division
DoE	-	Department of Employment
DHR	-	Department of Human Resources
DoL	-	Department of Labour
MoLHR	-	Ministry of Labour and Human Resources
MoE	-	Ministry of Education
RCSC	-	Royal Civil Service Commission
RUB	-	Royal University of Bhutan
NSB	-	National Statistics Bureau

INTRODUCTION

The Labour Market Information comprises of information on the supply and demand for workers from within and outside of the country. The labour market information provides a means by which employers find the labour they need, whilst hundreds of individuals offer their labour services in different occupations.

Generally, the nature of a market is known by three key economic factors viz. demand, supply and the price. Similarly, the labour market too is a space where demand and supply meet. Demand for labour encompasses the number of employment opportunities available in the public and private sector institutions within the country. Supply of labour represents the number of workers entering into the world of work from schools, universities, educational institutions, and technical and vocational training institutions. Price of labour reveals the wage rates at which the Bhutanese labour is exchanged locally.

The LMI Bulletin 2010 provides practical and timely information to help make career choices and find suitable employment and to assist business sectors to make human resource decisions. The information will also enable to explore prospects for employment, job trends and wages for Bhutan in the private and corporate sectors.

It will also be valuable for the Policy and Planning Division of the Ministry of Labour and Human Resources to forecast the future demand and supply of labour and the structure of expected labour market. Further the report is intended to serve as a diagnostic analytical and statistical tool for the National Human Resources Development Policy.

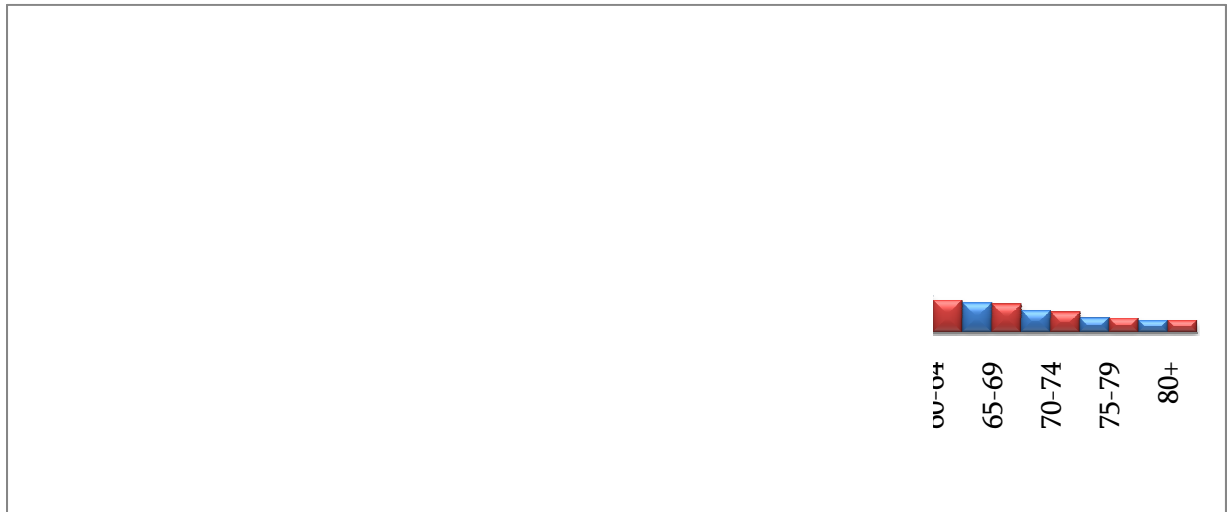
Chapter 1 – LABOUR FORCE

Table 1.1: Population projection for 2010

Age Group	Male	Female	Total
0-4	40,853	40,210	81,063
5-9	31,204	30,697	61,901
10-14	35,404	34,704	70,108
15-19	38,536	38,100	76,636
20-24	37,240	37,490	74,730
25-29	39,907	30,073	69,980
30-34	31,061	25,706	56,767
35-39	22,888	19,338	42,226
40-44	20,708	17,292	38,000
45-49	15,553	13,534	29,087
50-54	14,229	12,306	26,535
55-59	10,980	9,717	20,697
60-64	7,867	7,006	14,873
65-69	6,425	6,141	12,566
70-74	4,729	4,384	9,113
75-79	3,163	3,090	6,253
80+	2,636	2,651	5,287
Total	363,383	332,439	695,822

Source: Statistical Yearbook 2009, NSB

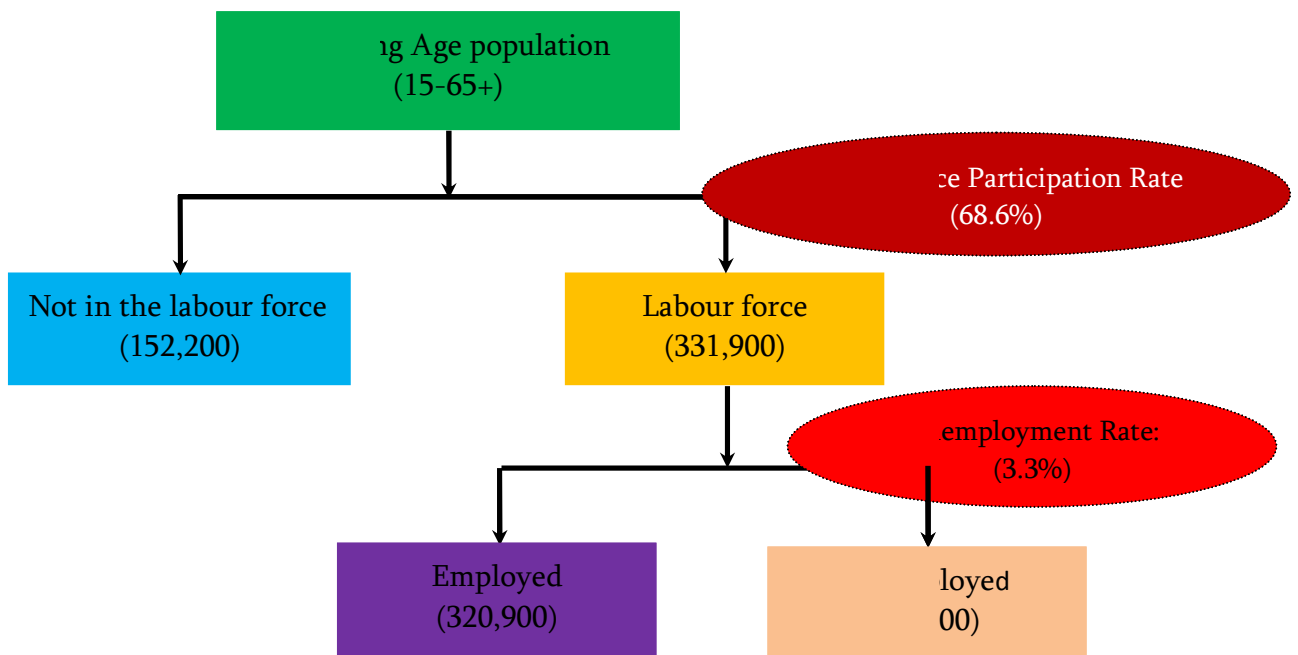
The table above shows the population projection for 2010 extracted from the Statistical



Yearbook of Bhutan 2009. The population has been further segregated into specific age group with an age interval of 5. The population of Bhutan in 2010 is estimated with 363,383 (52%) males and 332,439 (48%) females which count to 695,822 in total. The highest population is observed in the age group of 10-29. The chart below presents the graphical form of the population for 2010.

The population figures are very important in providing sound and effective labour market information. The diagram below explains the population in context of the labour market.

Labour Force Status as of 2010



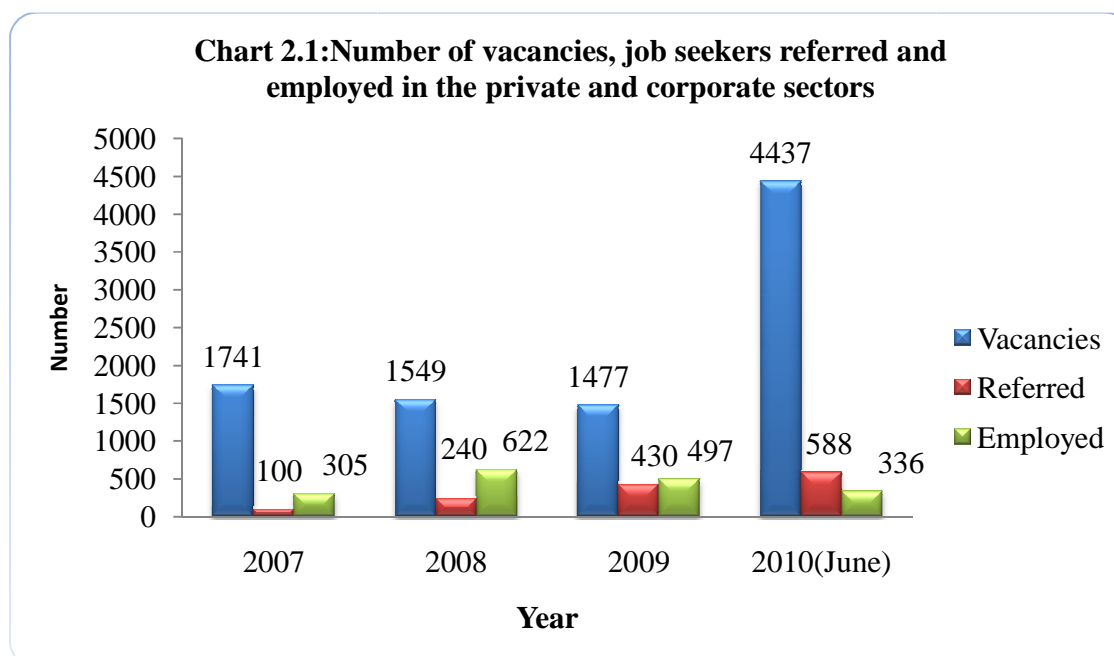
Chapter 2 – Demand for Labour

This section describes the amount of demand for labor that an economy or firm is willing to employ at a given point in time. The data pertaining to the demand for labour is collected from the advertisements given in the various forms of media. In Bhutan the vast majority of people in work are employed by private sector businesses and the corporate businesses. The table below presents the total vacancies from the private and the corporate businesses along with the total number of job seekers referred and employed in these sectors from 2007-June 2010.

Table 2.1: Number of vacancies advertised, job seekers referred and employed in the private and corporate sectors.

Year	Vacancies	Referred	Employed	Total
2007	1741	100	305	2146
2008	1549	240	622	2411
2009	1477	430	497	2404
2010 (June)	4437	588	336	5361

Source: ESD, DoE, MoLHR 2010

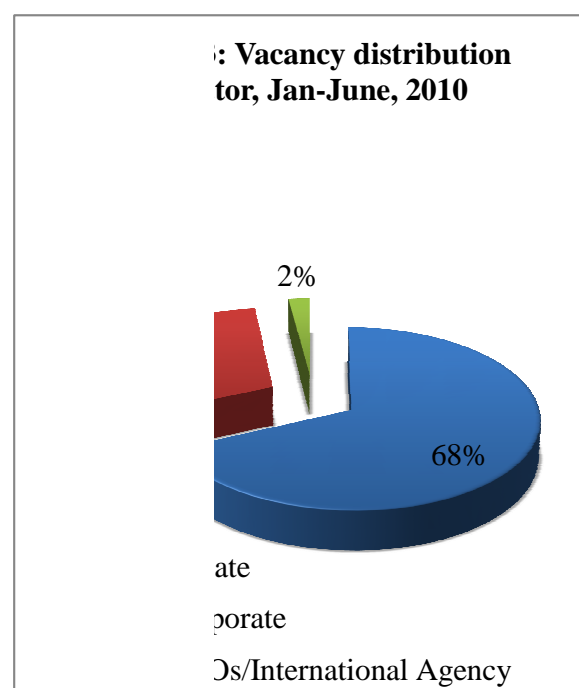
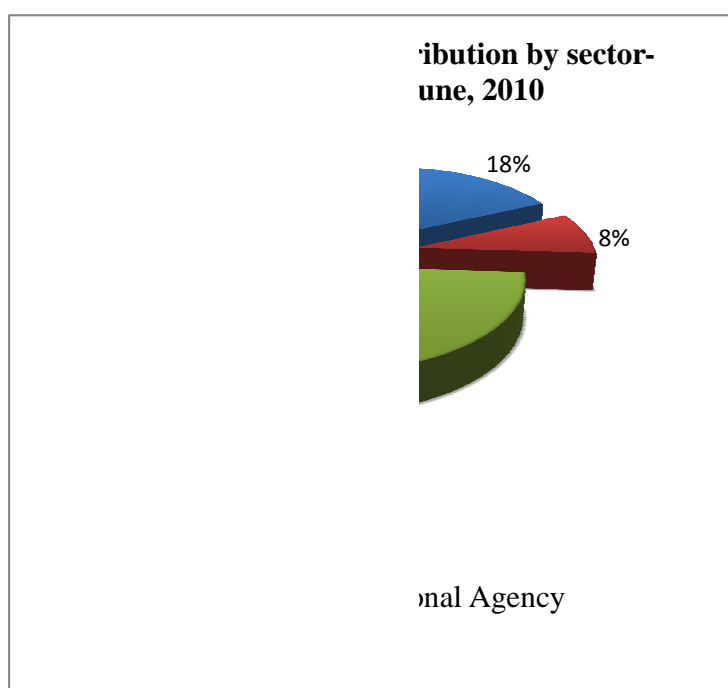


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Table 2.2: Vacancy distribution by sector-wise from January-June, 2010

Month	Vacancies advertised				Total
	Private	Corporate	Government	NGOs/International Agency	
January	128	17	90	6	241
February	121	122	171	1	415
March	95	50	319	1	465
April	98	44	1,491	9	1,642
May	96	43	327	2	468
June	95	14	118	0	227
Total	663	290	2516	19	3458

Source: ESD, DoE, MoLHR 2010



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Table 2.3: Overall vacancy scenario by educational attainment from January – June, 2010

Month	Sectors	Degree	Diplo ma	Cl. XII	Certifi cate	Cl. X	Cl. IX & below	Unedu cated	Total
January	Private	16	4	12	9	39	40	17	137
	Corporate	9	2	4	0	0	7	0	22
	Government	27	1	23	1	7	11	23	93
	NGOs/Internatio nal Agency	5	0	1	0	0	0	0	6
	Total	57	7	40	10	46	58	40	258
February	Private	19	6	21	30	60	5	28	169
	Corporate	19	26	32	23	0	35	2	137
	Government	5	4	52	2	100	2	6	171
	NGOs/Internatio nal Agency	0	0	1	0	0	0	0	1
	Total	43	36	106	55	160	42	36	478
March	Private	37	7	30	24	16	16	1	131
	Corporate	17	2	12	4	15	1	0	51
	Government	171	2	28	21	36	20	41	319
	NGOs/Internatio nal Agency	1	0	0	0	0	0	0	1
	Total	226	11	70	49	67	37	42	502
April	Private	30	5	8	30	0	30	15	118
	Corporate	16	10	13	6	8	2	1	56
	Government	45	7	242	36	995	138	28	1,491
	NGOs/Internatio nal Agency	4	0	1	0	1	1	2	9
	Total	95	22	264	72	1,004	171	46	1,674
May	Private	37	23	11	16	3	4	4	98
	Corporate	25	0	16	0	2	0	0	43
	Government	24	8	82	15	46	131	21	327
	NGOs/Internatio nal Agency	1	0	0	0	1	0	0	2
	Total	87	31	109	31	52	135	25	470

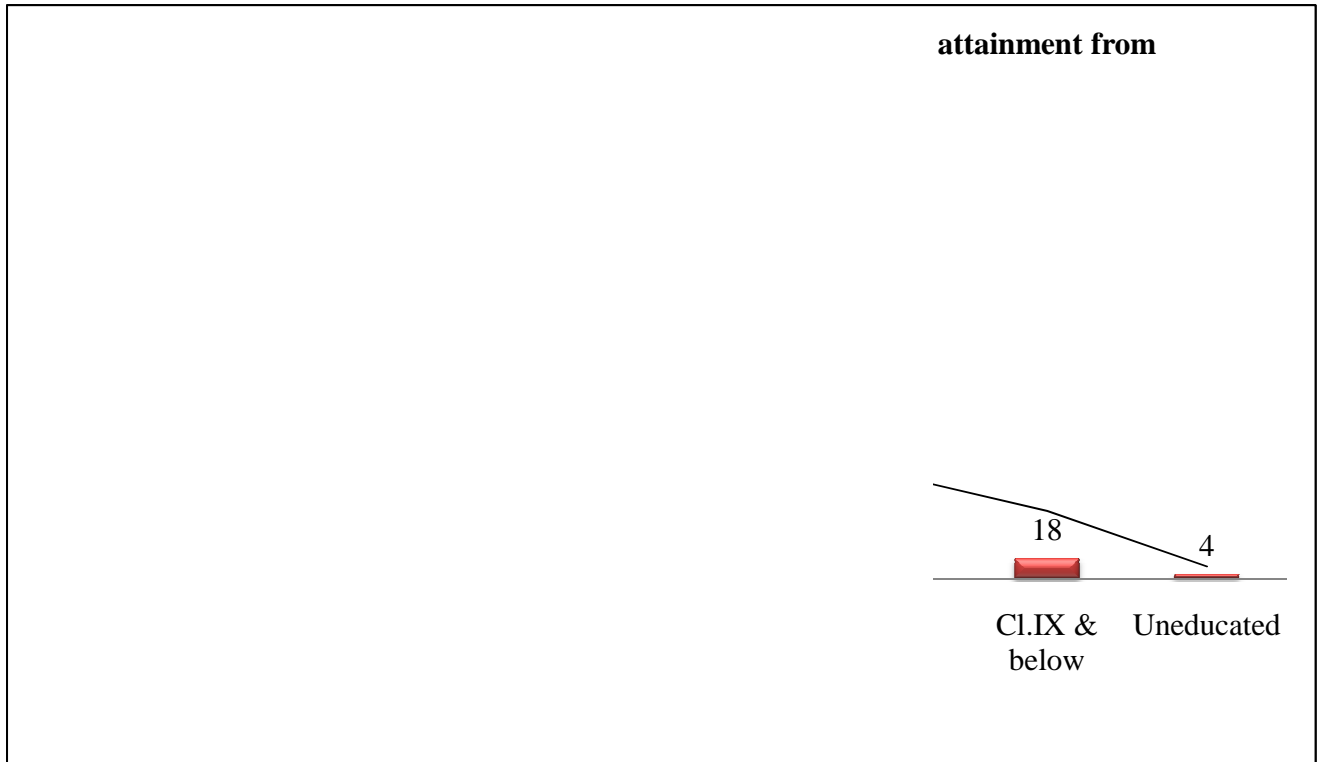
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June	Private	40	15	7	11	5	2	15	95
	Corporate	7	1	2	0	0	4	0	14
	Government	41	3	14	36	12	9	3	118
	NGOs/International Agency	0	0	0	0	0	0	0	0
	Total	88	19	23	47	17	15	18	227

Table 2.4: Number of job seekers referred by sector and educational attainment from January – June, 2010

Month	Sectors	Degree	Diploma	Cl. XII	Certificate	Cl. X	Cl. IX & below	Uneducated	Total
January	Private	2	0	1	3	14	0	0	20
	Corporate	0	0	0	4	6	0	0	10
	Total	2	0	1	7	20	0	0	30
February	Private	3	0	41	6	31	13	3	97
	Corporate	0	2	9	30	6	0	0	47
	Total	3	2	50	36	37	13	3	144
March	Private	4	0	10	16	17	3	1	51
	Corporate	0	7	3	4	11	0	0	25
	Total	4	7	13	20	28	3	1	76
April	Private	0	0	0	9	0	0	0	9
	Corporate	0	0	3	0	0	0	0	3
	Total	0	0	3	9	0	0	0	12
May	Private	8	0	0	12	12	2	0	34
	Corporate	0	0	0	1	0	0	0	1
	Total	8	0	0	13	12	2	0	35
June	Private	1	0	284	0	6	0	0	291
	Corporate	0	0	0	0	0	0	0	0
	Total	1	0	284	0	6	0	0	291

Source: ESD, DoE, MoLHR 2010



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Table 2.5: Number of job seekers registered by sex, educational attainment and month, 2010
1. January, 2010

Sl.No	Category	No. of Job Seekers Registered		Total
		Male	Female	
1	Technical	8	7	15
2	General	25	29	54
	Sub Total	33	36	69
3	Diploma	0	0	0
4	XII	32	37	69
	Sub Total	32	37	69
5	Certificate	3	21	24
6	X	31	38	69
7	IX & Below	5	0	5
8	Uneducated	2	5	7
	Sub Total	41	64	105
	Grand Total	106	137	243

Source: ESD, DoE, MoLHR

2. February, 2010

Sl.No	Category	No. of Job Seekers Registered		Total
		Male	Female	
1	Technical	8	11	19
2	General	65	68	133
	Sub Total	73	79	152
3	Diploma	3	0	3
4	XII	104	142	246
	Sub Total	107	142	249
5	Certificate	5	21	26
6	X	26	50	76
7	IX & Below	4	2	6
8	Uneducated	1	0	1
	Sub Total	36	73	109
	Grand Total	216	294	510

Source: ESD, DoE, MoLHR

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3. March, 2010

Sl.No	Category	No. of Job Seekers Registered		Total
		Male	Female	
1	Technical	30	20	50
2	General	76	80	156
	Sub Total	106	100	206
3	Diploma	1	0	1
4	XII	599	720	1319
	Sub Total	600	720	1320
5	Certificate	9	20	29
6	X	219	291	510
7	IX & Below	6	10	16
8	Uneducated	20	21	41
	Sub Total	254	342	596
	Grand Total	960	1162	2122

Source: ESD, DoE, MoLHR

4. April, 2010

Sl.No	Category	No. of Job Seekers Registered		Total
		Male	Female	
1	Masters	2	0	2
2	Technical	8	6	14
3	General	29	22	51
	Sub Total	39	28	67
3	Diploma	1	0	1
4	XII	171	182	353
	Sub Total	172	182	354
5	Certificate	6	21	27
6	X	77	133	210
7	IX & Below	4	5	9
8	Uneducated	7	17	24
	Sub Total	94	176	270
	Grand Total	305	386	691

Source: ESD, DoE, MoLHR

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5. May, 2010

Sl.No	Category	No. of Job Seekers Registered		Total
		Male	Female	
1	Technical	27	4	31
2	General	28	31	59
Sub Total		55	35	90
3	Diploma	1	0	1
4	XII	85	109	195
Sub Total		86	109	196
5	Certificate	0	8	8
6	X	52	118	170
7	IX & Below	4	5	9
8	Uneducated	8	8	16
Sub Total		64	139	203
Grand Total		206	283	489

Source: ESD, DoE, MoLHR

6. June, 2010

Sl.No	Category	No. of Job Seekers Registered		Total
		Male	Female	
1	Technical	27	7	34
2	General	38	27	65
Sub Total		65	37	102
3	Diploma	1	2	3
4	XII	56	60	116
Sub Total		57	62	119
5	Certificate	0	12	12
6	X	57	84	141
7	IX & Below	3	2	5
8	Uneducated	3	0	3
Sub Total		63	98	161
Grand Total		185	197	382

Source: ESD, DoE, MoLHR

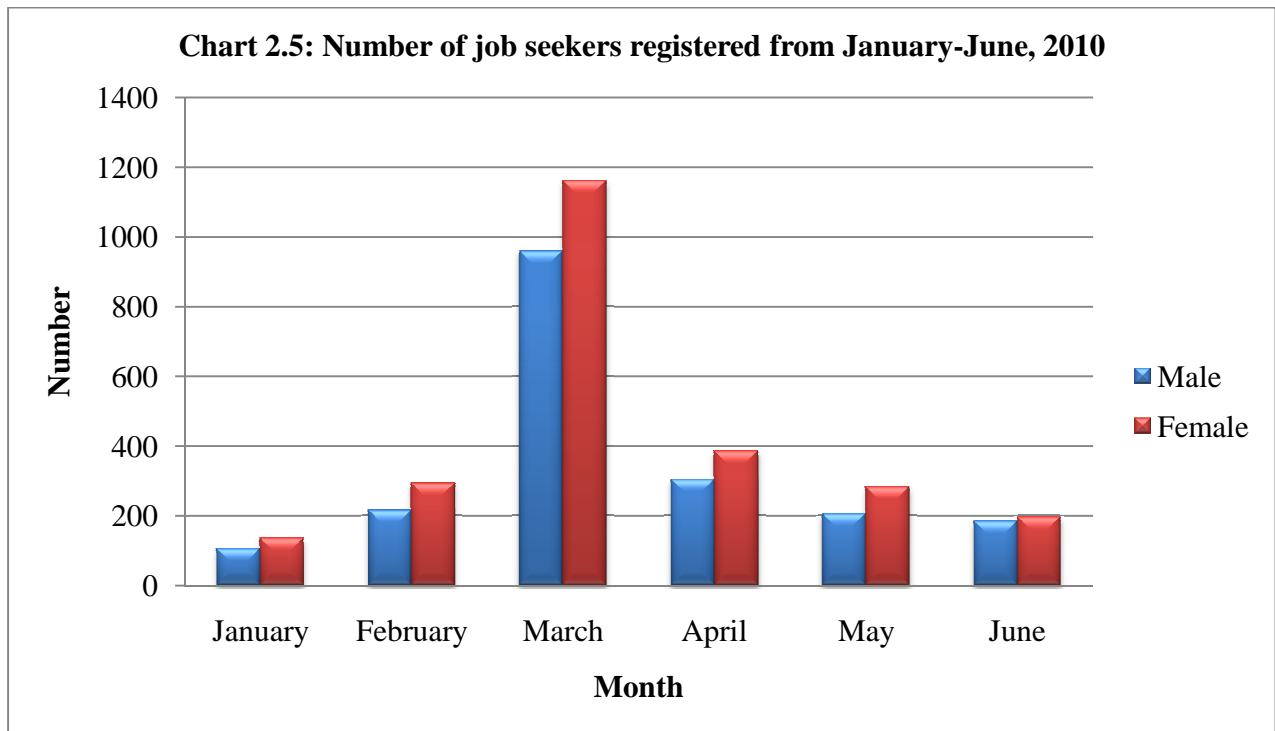


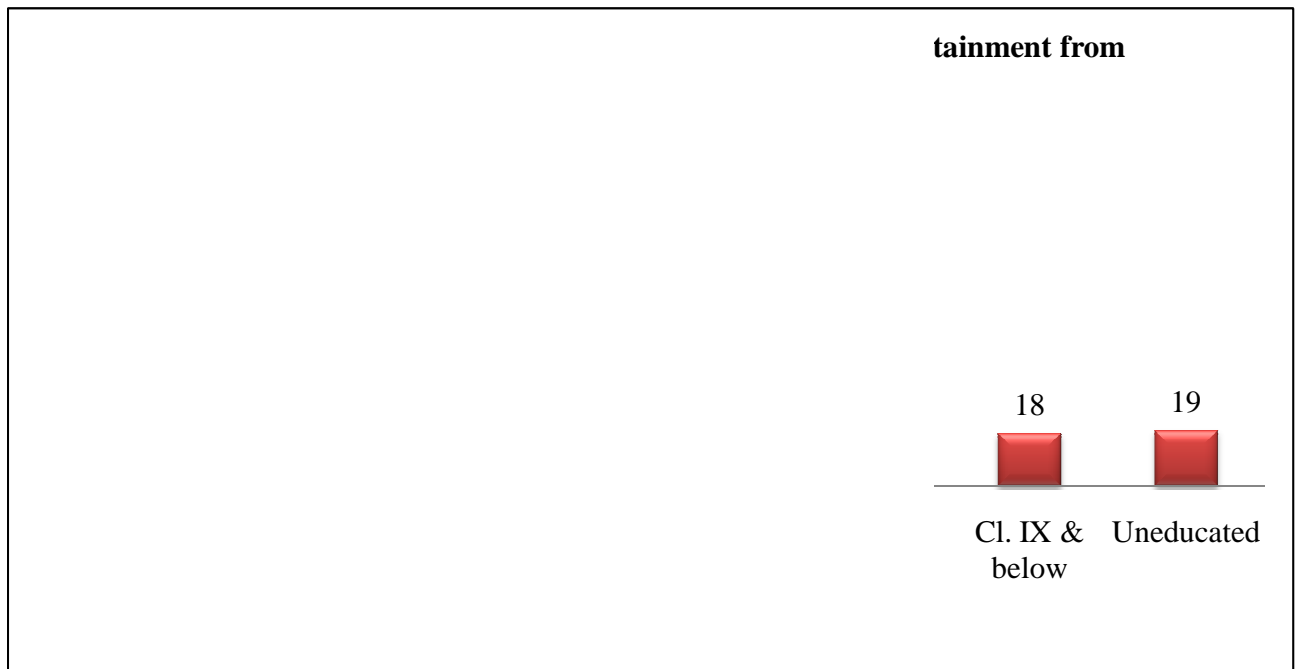
Table 2.6: Number of job seekers placed by sector and educational attainment from January - June, 2010

Month	Sectors	Degree	Diploma	Cl. XII	Certificate	Cl. X	Cl. IX & below	Uneducated	Total
January	Private	1	0	1	91	1	0	5	99
	Corporate	5	1	2	4	1	0	0	13
	Total	6	1	3	95	2	0	5	112
February	Private	0	1	5	0	11	0	0	17
	Corporate	5	0	3	0	3	1	0	12
	Total	5	1	8	0	14	1	0	29
March	Private	0	0	2	3	4	1	0	10
	Corporate	23	0	20	0	1	1	0	45
	Total	23	0	22	3	5	2	0	55
April	Private	5	0	2	0	3	0	0	10
	Corporate	5	3	9	1	7	7	14	46
	Total	10	3	11	1	10	7	14	56
May	Private	1	1	0	1	6	2	0	11

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	Corporate	15	0	0	0	0	1	0	16
	Total	16	1	0	1	6	3	0	27
June	Private	7	2	12	95	50	3	5	174
	Corporate	67	4	38	5	19	15	14	162
	Total	74	6	50	100	69	18	19	336

Source: ESD, DoE, MoLHR 2010

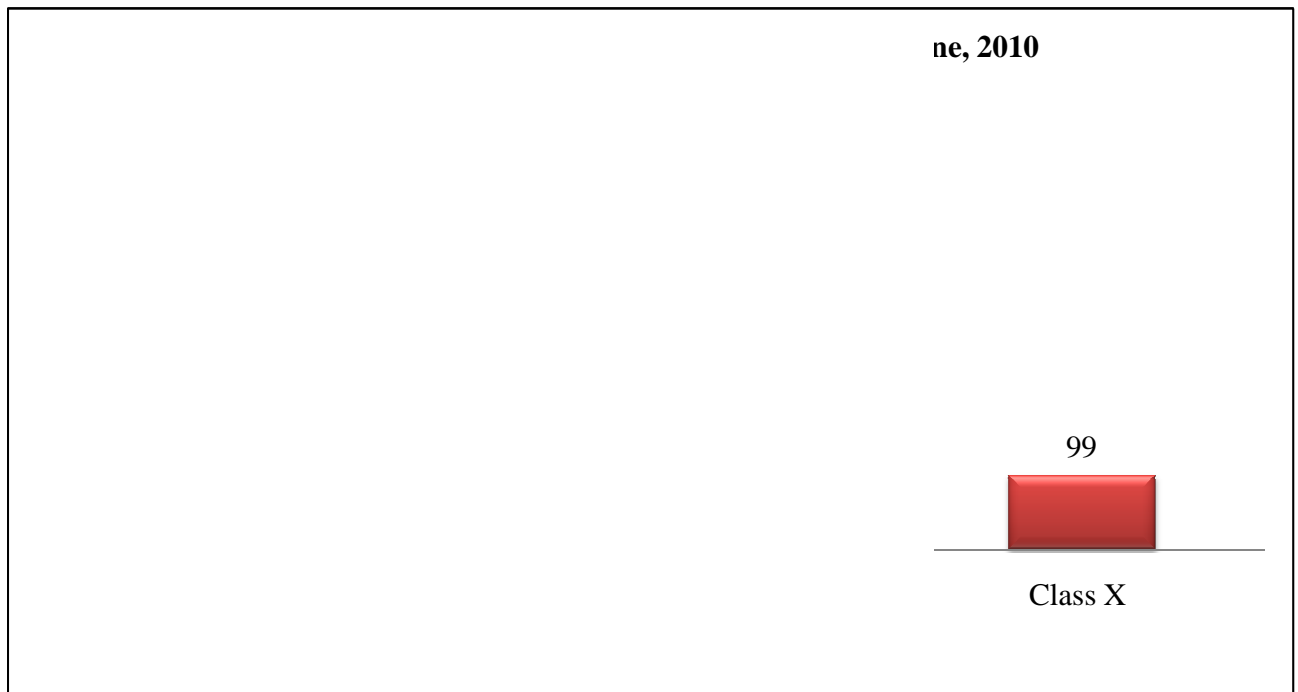


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Table 2.7: Number of students registered for Pre-employment Engagement Programme from January-June, 2010.

Month	University Graduates		Class XII		Class X		Total
	Male	Female	Male	Female	Male	Female	
January	9	13	0	4	0	4	30
February	16	23	8	5	1	3	56
March	25	21	220	243	35	37	581
April	1	7	19	34	1	7	69
May	4	4	8	20	2	6	44
June	9	0	1	1	0	3	14
Total	64	68	256	307	39	60	794

Source: PEEP, DoE, MoLHR



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The data pertaining to the total number of foreign workers have been extracted from the labour-net system and the labour market information system of the MoLHR.

Table 2.8: Number of foreign workers employed in Bhutan, 2010

Category	Male	Female	Total
Total foreign workers in the country	34,056	262	34,318

Source; Labour-net as of 15th June, 2010

Table 2.9: Number of foreign workers employed in Bhutan by location, 2010

Sl.#	Dzongkhag	Male	Female	Total
1	(NIL)**	8,127	2	8,129
2	Bumthang	646	2	648
3	Chhukha	2,669	42	2,711
4	Dagana	1,390	0	1,390
5	Gasa	51	0	51
6	Haa	279	2	281
7	Lhuentse	363	1	364
8	Mongar	437	4	441
9	Paro	1,335	21	1,356
10	Pema Gatshel	862	1	863
11	Punakha	641	18	659
12	Samdrup Jongkhar	534	5	539
13	Samtse	1,234	39	1,273
14	Sarpang	1,010	6	1,016
15	Trashiyangtse	169	4	173
16	Trashigang	841	9	850
17	Thimphu	5,867	91	5,958
18	Trongsa	983	3	986
19	Tsirang	1,098	2	1,100
20	Wangdue Phodrang	4,531	6	4,537
21	Zhemgang	989	4	993
	TOTAL	34,056	262	34,318

Source: Labour-net as of 15th June, 2010

Note: ** Those workers working for road constructions have not been categorized into respective dzongkhags by the labour-net system

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This section is a selection of individual companies and corporations supplying us with the total number of employees in their organizations.

The statistics pertaining to the employment in these sectors have been collected in order to see the employment scenario and the new recruitments in these major private and corporate sectors. The method of collection was through postal services and email.

Table 2.10: Number of persons employed in the major private and corporate sectors as of 1st January, 2010

SI #	Company/Agency	National		Total	Non-National		Total	Grand Total
		Male	Female		Male	Female		
1	Natural Resources Development Corporation Ltd	221	43	264	0	0	0	264
2	Army Welfare Project	135	30	165	2	0	2	167
3	Druk Iron & Steel	107	15	122	175	1	176	298
4	Bhutan Tourism Corporation Ltd.	100	47	147	2	1	3	150
6	Bhutan Fruit Products Pvt. Ltd	32	10	42	3	1	4	46
7	Bhutan Ferro Alloys Ltd.	225	22	247	11	0	11	258
8	Lhaki Steels & Rolling Pvt. Ltd	80	11	91	161	0	161	252
9	Druk plaster & Chemical Limited	13	0	13	0	0	0	13
10	Druk Satair Corporation Ltd	68	5	73	0	0	0	73
11	Druk Ferro Alloys Ltd	56	12	68	30	0	30	98
12	Druk Seed Corporation	10	31	41	0	0	0	41
13	Wood Craft Centre Ltd	73	42	115	0	0	0	115
14	Bhutan Development Finance Corporation	146	82	228	0	0	0	228
15	Bhutan Postal Corporation Ltd	200	63	263	8	0	8	271
16	Bank of Bhutan Ltd	416	152	568	19	1	20	588
17	Bhutan Telecom Limited	567	106	673	0	0	0	673
18	Druk Air corporation	181	65	246	50	0	50	296
19	Bhutan Polythene Company Ltd	33	10	43	7	0	7	50
20	Druk Cement Co. Pvt. Ltd	17	3	20	30	1	31	51
21	Food Corporation of Bhutan	135	48	183	2	0	2	185
22	Druk Wang Alloys Limited	119	23	142	26	0	26	168
23	Bhutan Carbide & Chemical Ltd.	226	18	244	23	0	23	267
24	State Trading Corporation of Bhutan	46	24	70	5	1	6	76
25	Handicrafts Emporium	22	11	33	0	0	0	33
26	National Pension and Provident Fund	69	35	104	3	0	3	107
27	Bhutan Broadcasting Service	228	71	299	0	0	0	299
28	Bhutan Power Corporation Ltd.	1501	268	1769	4	0	4	1773
29	Bhutan Polymers Company Ltd	85	15	100	14	0	14	114

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30	Tashi InfoComm Limited	120	56	176	0	0	0	176
31	Druk Green Power Corporation	53	28	81	0	0	0	81
32	Kurichhu Hydropower Plant	159	21	180	0	0	0	180
33	Basochhu Hydropower plant	182	19	201	0	0	0	201
34	Chhukha Hydropower Plant	455	82	537	2	0	2	539
35	Tala Hydropower Plant	667	104	771	20	0	20	791
36	Bhutan Agro Industries Ltd	40	13	53	0	0	0	53
37	Jigme Mining Corporation Ltd.	30	1	31	2	0	2	33
38	Jigme Industries Pvt. Ltd.	62	11	73	11	0	11	84
39	Bhutan Concast Pvt. Ltd.	28	10	38	72	0	72	110
40	Penden Cement Authority Ltd	388	38	426	15	0	15	441
41	Yarkay Group Pvt. Ltd.	31	12	43	34	0	34	77
42	Bhutan Insurance Corporation Ltd.	27	17	44	4	0	4	48
43	Druk Punjab Bank	45	15	60	5	0	5	65
44	Royal Insurance Corporation of Bhutan	143	69	212	5	0	5	217

Source: LMID, DoE, MoLHR

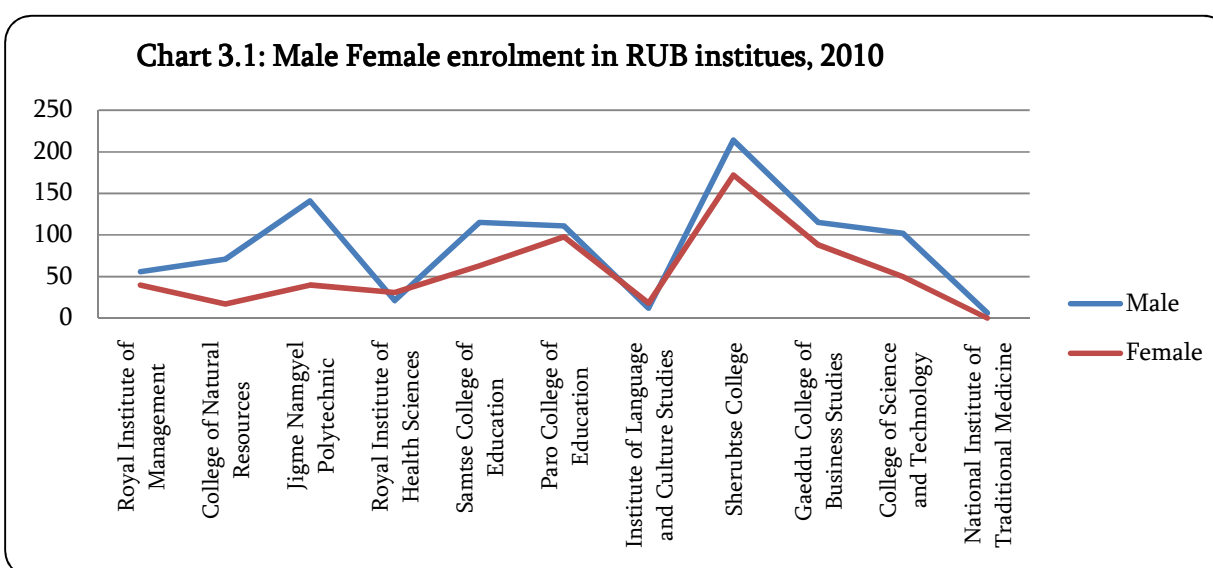
Chapter 3 - Supply of Labour

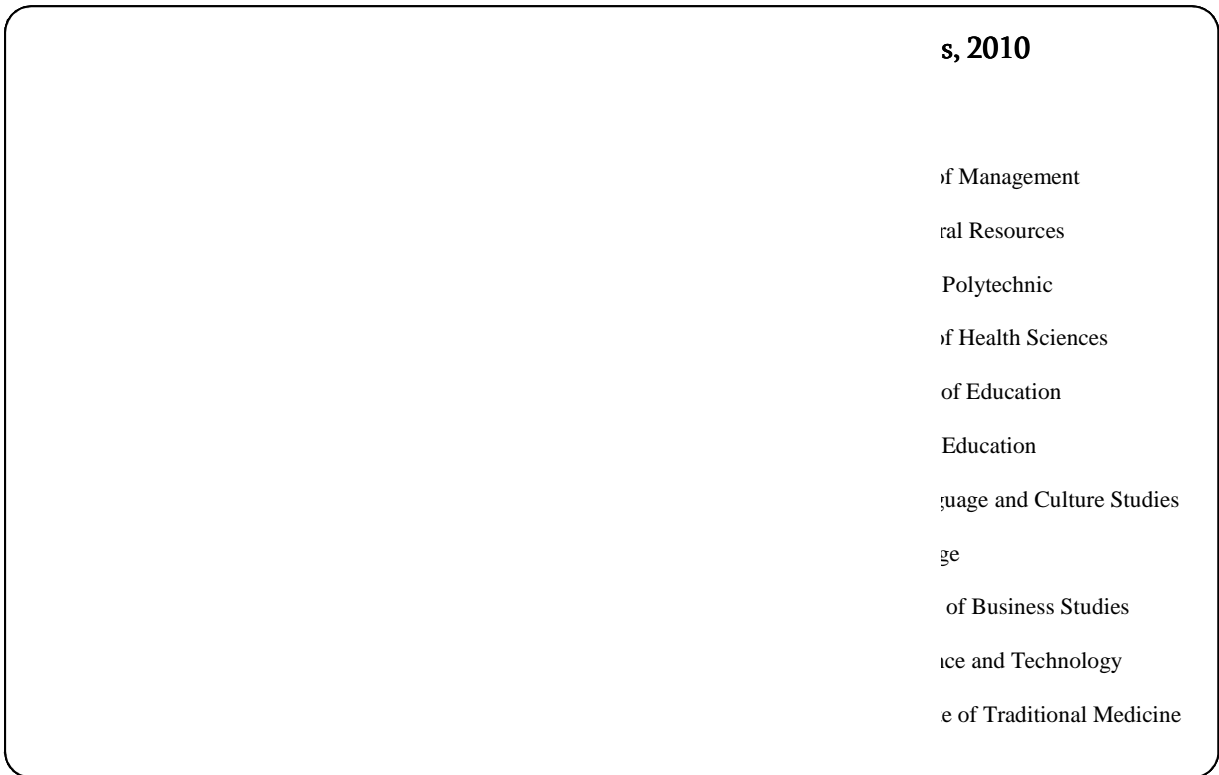
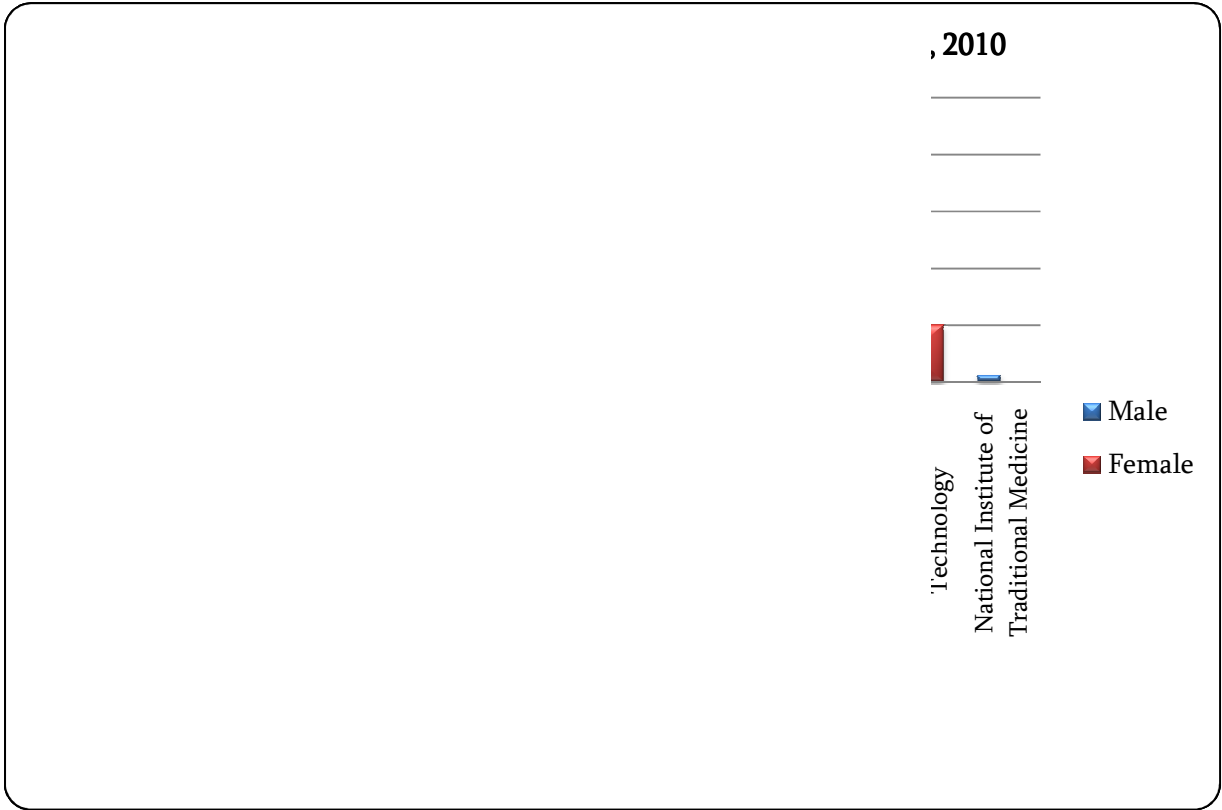
The data pertaining to this section has been collected from the enrolment report maintained by the Royal University of Bhutan as of 2010. The intake requirements for each of these courses mentioned under RUB are generally class twelve passed. A total of 1,581 students (with 61% Male and 39% Female) have been recruited in the various institutes of the RUB. Detailed information on the intake capacity of each of the institutes by courses and sex is given in the tables below.

Table 3.1: Overall enrolment in the institutes under RUB, 2010

Sl.	Institute	Male	Female	Total
1	Royal Institute of Management	56	40	96
2	College of Natural Resources	71	17	88
3	Jigme Namgyel Polytechnic	141	40	181
4	Royal Institute of Health Sciences	21	31	52
5	Samtse College of Education	115	63	178
6	Paro College of Education	111	98	209
7	Institute of Language and Culture Studies	12	18	30
8	Sherubtse College	214	172	386
9	Gaeddu College of Business Studies	115	88	203
10	College of Science and Technology	102	50	152
11	National Institute of Traditional Medicine	6	0	6
	Total	964	617	1,581

Source: RUB





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Table 3.2: Number of students enrolled by Royal Institute of Management, 2010

Sl.	Course	Male	Female	Total
1	Diploma in National Law	19	14	33
2	Diploma in Financial Management	18	12	30
3	Diploma in Information Management System	19	14	33
Total		56	40	96

Source: RUB

Table 3.3: Number of students enrolled by College of Natural Resources, 2010

Sl.	Course	Male	Female	Total
1	Diploma in Animal Husbandry	23	6	29
2	Diploma in Agriculture	19	10	29
3	Diploma in Forestry	29	1	30
Total		71	17	88

Source: RUB

Table 3.4: Number of students enrolled by Jigme Namgyel Polytechnic, 2010

Sl.	Course	Male	Female	Total
1	Diploma in Mechanical Engineering	27	4	31
2	Diploma in Electrical Engineering	37	15	52
3	Diploma in Civil Engineering	77	21	98
Total		141	40	181

Source: RUB

Table 3.5: Number of students enrolled by Royal Institute of Health Sciences, 2010

Sl.	Course	Male	Female	Total
1	Diploma in General Nursing and Midwifery	21	31	52
Total		21	31	52

Source: RUB

Labour Market Information Bulletin 2010

Table 3.6: Number of students enrolled by Samtse College of Education, 2010

Sl.	Course	Male	Female	Total
1	Bachelor of Education (Primary)	26	19	45
2	Bachelor of Education Secondary in Chemistry with Biology	12	8	20
3	B.Ed Secondary (English with Geography)	14	1	15
4	Bachelor of Education Secondary in Maths with Physics	42	21	63
5	B.Ed Secondary (English with History)	21	14	35
	Total	115	63	178

Source: RUB

Table 3.7: Number of students enrolled by Paro College of Education, 2010

Sl.	Course	Male	Female	Total
1	Bachelor of Education (Primary)	46	56	102
2	Bachelor of Education (Dzongkha)	10	5	15
3	B.Ed Secondary IT with Chemistry	17	8	25
4	B.Ed. Secondary (English with History)-	16	14	30
5	Bachelor of Education Dzongkha (ILCS Students)	22	15	37
	Total	111	98	209

Source: RUB

Table 3.8: Number of students enrolled by Institute of Language and Culture Studies, 2010

Sl.	Course	Male	Female	Total
1	Bachelor of Arts in Language and Culture	2	3	5
2	BA in Language and Culture	10	15	25
	Total	12	18	30

Source: RUB

Labour Market Information Bulletin 2010

Table 3.9: Number of students enrolled by Sherubtse College, 2010

Sl.	Course	Male	Female	Total
1	BA (Dzongkha and English)	10	15	25
2	BA (Population and Economics)	10	15	25
3	BA (History and Dzongkha)	13	3	16
4	BA (Economics and Sociology)	9	7	16
5	BA (Political Science and History)	7	8	15
6	BA (Political Science and Sociology)	6	10	16
7	BA (Geography and Economics)	16	15	31
8	BA (English and Geography)	7	8	15
9	BA (Economics and Environmental Studies)	11	21	32
10	BA (English and Environmental Studies)	5	16	21
11	BA (Dzongkha and Geography)	5	6	11
12	Bachelor of Science in Chemistry and Maths	11	10	21
13	Bachelor of Science in Maths and Physics	15	5	20
14	Bachelor of Science in Chemistry and Physics	19	1	20
15	Bachelor of Science in Life Sciences	30	12	42
16	B.Sc. Computer Science	40	20	60
	Total	214	172	386

Source: RUB

Table 3.10: Number of students enrolled by Gaeddu College of Business Studies, 2010

Sl.	Course	Male	Female	Total
1	Bachelor in Commerce	69	52	121
2	Bachelor in Business Administration	46	36	82
	Total	115	88	203

Source: RUB

Table 3.11: Number of students enrolled by College of Science and Technology, 2010

Sl.	Course	Male	Female	Total
1	BE.(Civil,Electrical,Electronic & Communion Engineering and Information Technology)	102	50	152
	Total	102	50	152

Source: RUB

Table 3.12: Number of students enrolled by National Institute of Traditional Medicine, 2010

Sl.	Course	Male	Female	Total
1	B.Sc. Traditional Medicine	6	0	6
	Total	6	0	6

Source: RUB

Labour Market Information Bulletin 2010

Table below presents the newly approved training institutes by the Department of Human Resources, Ministry of Labour and Human Resources. Starting from January till May 2010, the DHR has approved 13 various training institutes in the country located in different dzongkhags.

Table 3.13: Details of newly approved training institutes by the DHR

Name of the proposed Institute	Location	Details
Hospitality & Tourism Management Institute	Thimphu	Training in hospitality sector
Music Learning Centre	Thimphu	Training in music instruments
Profes Training Institute	Paro	BPO training
Khamsaa Info Tech	Paro	Computer training Centre
Nyen Shar Computer Training Institute	Phuntsholing	Computer training Centre
Global Computer Training center	Wangdue Phodrang	Computer training centre
Rewang Driving	Paro	Driving institute
USD Driving School	Paro and Gelephu	Driving institute
Ganjung Driving Centre of Excellence	Thimphu	Driving institute
Wangyal Computer Training Institute	Trashigang	Computer training center
NorChuk Institute of Technology	Samtse	Computer training center
International Standard Hair & Beauty Academy	Thimphu	Beauty parlor
Bhutanese Security Training Centre for Excellence	Thimphu	Security training services

Source: DHR, MoLHR

1. Private Training Institutes approved by NTTA

1. Digital Shangri-la (Computer Training Institute)

Sl.No	Course Title	Intake				Total
		2009		2010		
		Male	Female	Male	Female	
1	Basic IT	96	68	54	25	243
2	Tally	58	78	25	30	191
3	Advance IT	33	46	0	0	79
	Total	187	192	79	55	513

2. Computer and Management Institute

Sl.No	Course Title	Intake				Total
		2009		2010		
		Male	Female	Male	Female	
1	Certificate in IT & Certificate in Commercial Accountant	18	87	16	81	202

2. Private Training Institute approved by MoLHR

1. Bhutan Centre of Excellence

Sl.No	Course Title	Intake				Total
		2009		2010		
		Male	Female	Male	Female	
1	Call Centre	31	45	Not yet started		76

2. Garment Designing and Tailoring Institute

Sl.No	Course Title	Intake				Total
		2009		2010		
		Male	Female	Male	Female	
1	Basic Tailoring and Designing	0	6	Not yet started		6

3. Athang Training Academy (Athang ICT)

Sl.No	Course Title	Intake				Total
		2009		2010		
		Male	Female	Male	Female	
1	Basic Computer Operation	43	14	Not yet started		57
2	Basic Computer	16	14			30
	Total	59	28			87

4. Nyesel Institute of Technology

Sl.No	Course Title	Intake				Total
		2009		2010		
		Male	Female	Male	Female	
1	Basic Computer Course	7	9	Not yet started		16

5. NorChuk Institute of Technology

Sl.No	Course Title	Intake				Total	Remarks
		2009		2010			
		Male	Female	Male	Female		
1	Certificate in IT	Training not conducted		8	20	28	Undergoing

6. Nyen Shar Computer Training Institute

Sl.No	Course Title	Intake				Total	Remarks
		2009		2010			
		Male	Female	Male	Female		
1	Commercial Accounting and IT	Training not conducted		1	5	6	Undergoing

Note: More training institutes will be updated in the next issue

Chapter 4 - Wage

The table shows the average monthly wage for each occupational group. The information given below has been extracted from the data collected via the Job Prospecting Exercise conducted in 2009.

During the job prospecting exercise 2009, 119 big companies were selected based on their employability capacity. This is the main reason why the average wage for technicians and machines operators are quite high.

Although the table below provides the average monthly wage, there are few limitations to be noted:

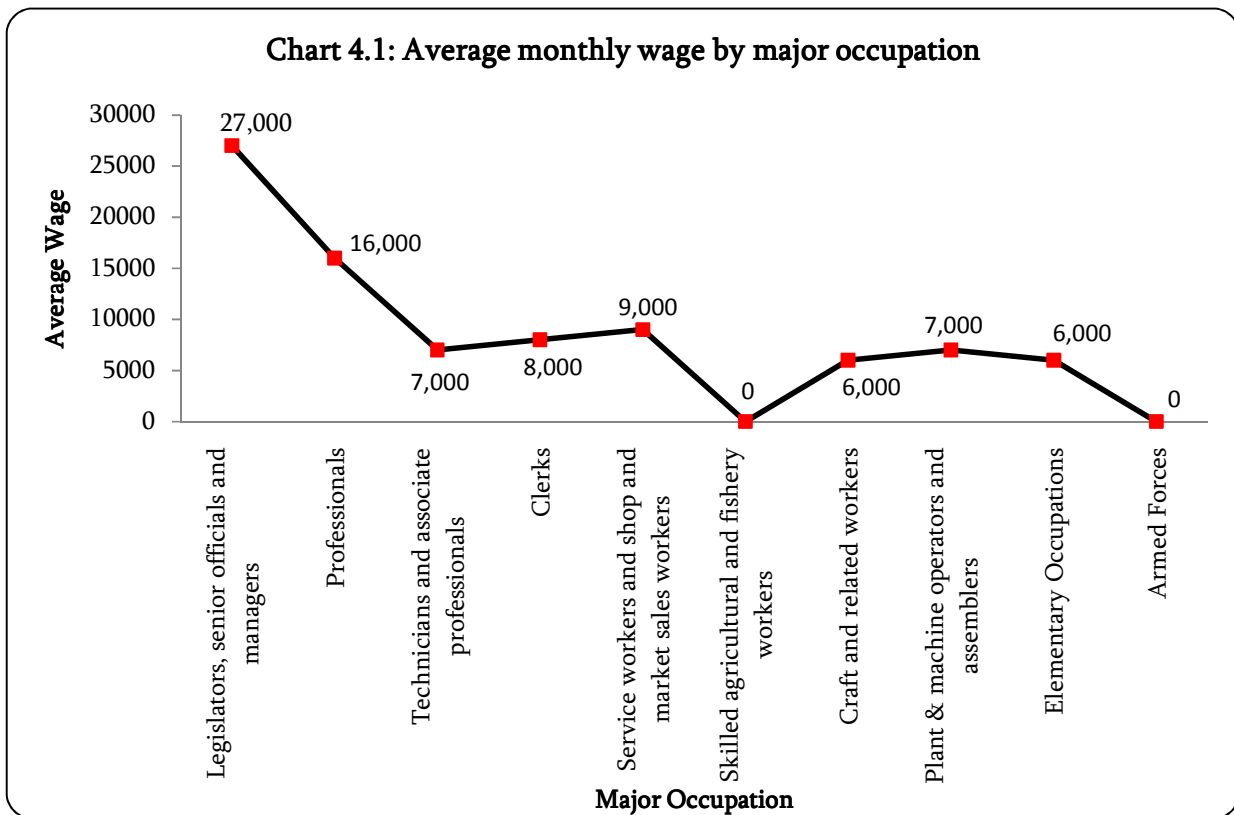
- The job prospecting exercise does not capture the small sectors (which includes all the small/medium private and corporate establishments)
- The study does not capture the petty contractors and the small travel agents and hotels.
- The job prospecting exercise does not capture any of the power sectors.

Table 4.1: Distribution of major occupations by average monthly wage

Sl.	Major Group	Average Wage
1	Legislators, senior officials and managers	27000.00
2	Professionals	16000.00
3	Technicians and associate professionals	7000.00
4	Clerks	8000.00
5	Service workers and shop and market sales workers	9000.00
6	Skilled agricultural and fishery workers	0.00
7	Craft and related workers	6000.00
8	Plant & machine operators and assemblers	7000.00
9	Elementary Occupations	6000.00
10	Armed Forces	0.00

Source: Job Prospecting Report 2009.

Note: There is no wage for major group 6 & 10 as there was no information collected during the JP Exercise 2009.



Wage differences exist in all the major occupations. This is mainly due to the fact the marginal revenue product is different from each occupation. For example, the wages of an electrical engineer and an electrical technician both employed by the same company differ greatly. This is because the engineers MRP is far greater than that of the technician. In addition, the barriers to becoming an engineer are far greater than that of becoming a technician. The other reason could also be the duration of the education, the training cost and only those who are socially and intellectually advantaged can succeed in such a demanding profession. Technicians however require minimal training. The supply of engineers therefore would be much more inelastic than the supply of technicians. The demand would also be inelastic as there is a high demand for engineers, so the company's will pay higher wage rates to attract the profession.

Chapter 5: Occupation description:

The information provided below presents the preferred occupation by various job seekers extracted from the online job seekers registration system. Very few specific occupations that most job seekers have opted for has been listed in this report and some more occupations will be compiled in the next issue of the labour market bulletin.

Title: ACCOUNTING CLERK

(Source: Career and Occupational Dictionary 2004)

Description: An accounting clerk assists with accounting records such invoices and receipts, wages and other cost computations, and assists with cash payments ad receipts.

Alternative and Related Titles:

BOOKKEEPING CLERK/ACCOUNTS CLERK/COST CLERK/WAGES CLERK

What does an accounting clerk do?

- Makes entries in accounting records and books
- Makes calculations of costs and revenues
- Calculates wages to be paid from records of hours worked
- Maintains petty cash records and makes disbursements of cash based on authorized vouchers
- Prepares, under supervision, age packets and pays wages
- Supervises the work of other accounting clerks.

What are the working conditions for an accounting clerk?

Accounts clerks in the Royal Civil Service are normally employed as support staff. The entry level to the Royal Civil Service, and the actual salary and benefits payable for each position, are determined by the Royal Civil Service Commission, and vary in accordance with changing circumstances. In the private/corporate sector the salary is about the same. In addition, an accounts clerk may be required to undertake a wider range of duties than one in government service. The working hours are regular with few requirements for after hours or weekend work.

What is the working environment like?

An accounting clerk works in doors in an office situation, usually under the supervision of a bookkeeper or accountant. This environment is characterized by paper files, letters, documents, financial records, and computers. The environment is normally hazard free, although there may be some stress when work volumes are high. The environment can be boring where the clerical work is of a routine and repetitive nature.

What knowledge and skills do I need to be an accountant?

- Good communication skills.
- Good calculation skills.
- Ability to work neatly and accurately.
- Ability to operate an electronic calculator.
- Basic computer skills.
- Ability to focus on details.
- Knowledge of basic accounting procedures.

What personal qualities/attributes do I need to be an accountant?

- Willingness to work with others as a member of a small team.
- Willingness to engage in repetitive and sometimes monotonous work.

Title: ELECTRICIAN

(Source: Career and Occupational Dictionary 2004)

Description: An electrician installs, maintains and repairs electrical wiring systems in houses, offices, public buildings, factories and schools.

Alternative and Related Titles:

BUILDING ELECTRICIAN/ELECTRICAL FITTER

What does an electrician do?

- Plans and advises on the installation of electrical systems and equipment.
- Ensures that electrical installations are compatible with other services in the concerned building.
- Installs, maintains and repairs electrical wiring systems and switchboards in various buildings including houses, schools, public buildings and factories.
- Installs, maintains and repairs electrical equipment in theatres, radio and TV stations.
- Calculates electrical load requirements to ensure accurate selection of cables and conductors.
- Ensures that all electrical installations conform to government regulations and safety standards.

What are the working conditions for an electrician?

An electrician works in the private sector either as an employee or a self-employed employed person. As an employee, an electrician receives a wage similar to other skilled workers in the building industry. A self-employed electrician can earn considerably more than an employee, depending on the skill, experience and reputation of the individual. The hours of work for an electrician can be irregular and may involve after hours and weekend work, depending on the needs of the client. An electrician is sometimes called at any time of day or night to do emergency work.

What is the working environment like?

An electrician works both indoors and outdoors. Electricians face dangers from possible electric shocks if they fail to take the necessary safety precautions. In order to protect themselves and others from the dangers created by electricity they must strictly follow safety procedures and ensure that proper protective clothing and footwear is worn.

What knowledge and skills do I need to be an electrician?

- Good communication skills.
- Ability to use hand tools.
- Ability to read and interpret wiring plans.
- Basic ability in mathematics.
- Knowledge of electrical installations, and safe use of electricity.

What personal qualities/attributes do I need to be an electrician?

- Adaptability because of the need to work on large and small projects, as well as indoors and outdoors.
- Good physical health.
- Responsibility, particularly concerning safety matters.
- Good eyesight.
- Must not be color- blind.

Title: **PERSONAL ASSISTANT**

(Source: Career and Occupational Dictionary 2004)

Description: A personal assistant uses computer and word processing equipments to produce letters and reports, handles incoming and out-going correspondence, and handles routine matters of office administration.

Alternative and Related Titles:

OFFICE SECRETARY/WORD PROCESSOR OPERATOR

What does a personal assistant do?

- Transcribes correspondence, minutes of meetings and reports from hand or typewritten drafts, using word processing equipment (or occasionally typewriter)
- Processes, records and distributes incoming mail and maintains records of outgoing mail.
- Screens requests for meetings and appointments, and helps to organize meetings.
- Organizes and supervises manual filing systems.
- Drafts responses to routine correspondence.
- Supervises the work of junior office staff.

What are the working conditions for an electrician?

A personal assistant in the Royal Civil Service is normally employed as support staff. The entry level to the Royal Civil Service and the actual salary and benefits payable for each position are determined by the Royal Civil Service Commission, and vary in accordance with changing circumstances. In the private and corporate sectors, the salary for a secretary is about the same as for the Royal Civil Service. The hours of work are regular and there are few requirements for after hours or weekend work.

What is the working environment like?

A personal assistant works in doors with a computer and printer and other peripherals in an office situation. The working environment is normally pleasant and hazard free. A personal assistant has more variety of work than a word processor operator and thus is not exposed to problems relating to long periods of exposure to a computer screen. Some personal assistants suffer back strain because of poor posture or a poorly designed work-station. A personal

assistant may suffer stress and anxiety when having to deal with difficult and aggressive visitors and customers, or a supervisor that is uncaring and too demanding.

What knowledge and skills do I need to be an electrician?

- Good communication skills.
- High-level interpersonal skills to deal with visitors and customers.
- Good computer skills.
- Knowledge of office procedures.

What personal qualities/attributes do I need to be an electrician?

- A high level of integrity and trust.
- Confidentiality to ensure that important information is not communicated to others.
- Initiative, including the ability to make decisions without constant reference to superiors.
- Well-groomed personal appearance.

Title: RECEPTIONIST

(Source: Career and Occupational Dictionary 2004)

Description: A receptionist receives customers or clients in businesses, hotels, hospitals, government departments, and other organizations, responds to their queries and provides information.

Alternative and Related Titles:

INFORMATION CLERK

What does a receptionist do?

- Receives customers and clients and provides information in response to their inquiries.
- Directs clients to the correct location or person.
- Makes appointments for clients and keeps appropriate records of appointments made.
- Receives telephone inquiries and provides information and makes appointments as required.
- Keeps records of inquiries made and information provided.
- Provides clients with pamphlets , brochures and forms, as appropriate.

What are the working conditions for an electrician?

A receptionist in the Royal Civil Service is normally employed at a relatively low level. The entry level to the Royal Civil Service and the actual salary and benefits payable for each position are determined by the Royal Civil Service Commission, and vary in accordance with changing circumstances. In the private and corporate sectors, the salary for a receptionist is about the same as for the Royal Civil Service but benefits are less. The hours of work are regular and there are few requirements for after hours or weekend work.

What is the working environment like?

A receptionist works indoors, usually at the entry point to a building or office complex. In larger offices and hotels the environment can be busy with several people waiting at any one time. The working environment is generally pleasant and hazard free.

What knowledge and skills do I need to be an electrician?

- Good communication skills.
- Computer skills.
- Knowledge of the organization, its departments and divisions, and the names and titles of persons served by the reception area.

What personal qualities/attributes do I need to be an electrician?

- Friendly and out-going personality.
- An interest in helping people.
- Polite and courteous.
- Neat and well groomed appearance.
- Patience.

Title: MESSENGER

(Source: Career and Occupational Dictionary 2004)

Description: A messenger works in an office and performs multiple menial jobs. Messengers are able and willing to adapt to many different situations and undertake a wide variety of tasks as directed by their supervisors.

Alternative and Related Titles:

PEON/OFFICE ORDERLY/OFFICE ASSISTANT (A messenger is more commonly called a *peon* in Bhutan but this word is considered derogatory and the more preferred term now is messenger.)

What does a messenger do?

- Acts as the general office help.
- Picks up and drops correspondence and documents within or between offices.
- Keeps accurate records of inward and outward correspondence/documents.
- Answers telephone calls.
- Cleans and arranges the office.
- Attends to and performs other duties as assigned by the supervisor.

What are the working conditions for a messenger?

Although messengers are at the bottom of the office hierarchy, they are treated well by everyone because their services are essential to the functioning of offices. Messengers in the civil service are employed as elementary service personnel and receive pay and benefits as determined by the Royal Civil Service from time to time. Messengers are also employed in the corporate sector on conditions similar to those in the Royal Civil Service. In the private sector messengers receive about the same pay as those in the Civil Service, but other benefits are likely to be less.

What is the working environment like?

A messenger mostly works indoors but occasionally may also work outdoors. A messenger may be required to walk from office to office, and sometimes help store keepers/officers load and unload stationeries, furniture, and perform related duties.

What knowledge and skills do I need to be a messenger?

- Able to perform more than one task at the same time.
- Basic knowledge of office management such as filing, record keeping, dispatching and receiving correspondence, photo copying, and faxing.
- Able to operate telephones.
- Basic computer skills.
- Able to follow directions.
- Able to work with and under many office colleagues.

What personal qualities/attributes do I need to be a messenger?

- Sincere
- Adaptable
- Honest and reliable
- Hardworking