

Shortlisted candidates for the post of Personal Assistant

Sl.#	Name of Applicants	CID No.	Contact No.	CI-X (A)	CI-XII Marks (B)	IT Marks(C)	Average (A,B & C)	Viva Score	Academic 60%	Work Experience 10%	Viva (30%)	Total	IT/ Office Management course	Duration	Shortlisted / Not Shortlisted
1	Lungten Zangmo	11106002376	17641538	51.67	53.20	48.57	51.15	0	30.69	10	0	40.69	Certificate in IT(Office Application)	6 Months	Shortlisted
2	Tashi Dorji	10904000157	17781028	52.17	59.00	55.64	55.60	0	33.36	6	0	39.36	Certificate in IT	6 Months	Shortlisted
3	Tshering Dema	12001000457	17753124	47.33	46.50	69.50	54.44	0	32.67	6	0	38.67	Certificate in IT(Office Professional)	6 Months	Shortlisted
4	Leki Wangmo	10907001412	17953280	44.00	49.00	67.00	53.33	0	32.00	4	0	36.00	Certificate in IT(Office Application)	6 Months	Shortlisted
5	Sangdup	12005003401	17949099	53.67	56.50	62.67	57.61	0	34.57	0	0	34.57	Certificate in IT(Office Application)	6 Months	Shortlisted
6	Kinley Zangmo	11514000181	17501083	48.50	49.60	63.00	53.70	0	32.22	2	0	34.22	Certificate in IT(Office Application)	6 Months	Not Shortlisted
7	Pema Wangdi	11503002989	77844396	51.33	55.83	56.33	54.50	0	32.70	0	0	32.70	Certificate course in IT(Office Application)	1 Year	Not Shortlisted
8	Yeshi Wangmo	10104001147	77245795	48.83	52.40	62.19	54.47	0	32.68	0	0	32.68	Certificate in ICT & Office Management	6 Months	Not Shortlisted
9	Kinley Wangmo	no CID Copy	17661462	47.17	44.33	60.50	50.67	0	30.40	0	0	30.40	Diploma in Commercial Accounting	1 Year	Not Shortlisted
10	Sonam Choden	11604000928	77216319	50.00	51.60	0.00	33.87	0	20.32	10	0	30.32	undergoing(Certificate course IT)		Not Shortlisted
11	Sangay Choden	11502000537	17629261	47.00	47.00	55.00	49.67	0	29.80	0	0	29.80	Advance Computer Operation & Office Management	9 months	Not Shortlisted
12	Gangla Dukpa Wangchen	11403000305	17930884	53.34	56.40	0.00	36.58	0	21.95	5	0	26.95	Basic Course	1 Month	Not Shortlisted
13	Phub Om	11004001449	17841937	60.33	55.00	0.00	38.44	0	23.07	0	0	23.07	Basic Computer	1 month	Not Shortlisted
14	Norbu Wangdi	11508003268	17836408	59.34	50.80	0.00	36.71	0	22.03	0	0	22.03	Rapid Course		Not Shortlisted
15	Chandra Maya Rai	11206004962	17734732	61.33	47.33	0.00	36.22	0	21.73	0	0	21.73	Advance in Computer Fundamentals	3 months	Not Shortlisted
16	Kuenzang Gyelmo	11703001317	17746508	48.83	55.00	0.00	34.61	0	20.77	0	0	20.77	Certificate in IT(computer application)	6 months	Not Shortlisted
17	Kelzang Chodup	11101000564	17636377	44.67	57.40	0.00	34.02	0	20.41	0	0	20.41	Office Management	1 months	Not Shortlisted

NOT BEEN SHORTLISTED BECAUSE OF INCOMPLETE DOCUMENTS

Sl.No	Name	CID No.	Contact No.	Cl. X	Cl.XII	IT Marks	Duration	IT/ Office Management course
1	Yangchen Denkar	11910000274	77265846	39.17				
2	Dak Kumari Bhatta	11110000098	17762906	45.34			5 months	Advance IT Course
3	Kencho Tshering	11606003238	17729196	46.00			6 Weeks	Advance Basic in IT Application
4	Kinley Gyelmo	10808000040	17667813		49.2		1 Year	Certificate in IT(Office Applicati
5	Sonam Thara		17694575		59.33			
6	Younten Jamtsho	10705002029	17631319	53.67	50.8			
7	Tshering Dema	11312002981	17679262	49				

Ratings for the work experience are as follows:-

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|---------------------------------|----------|
| 1. Less than 6 months | 1 mark |
| 2. 6 months to less than 1 Yr. | 2 marks |
| 3. 1 Yr. to less than 1.5 Yrs - | 3 marks |
| 4. 1.5 Yrs to less than 2 Yrs | 4 marks |
| 5. 2 Yrs to 2.5 Yrs | 5 marks |
| 6. 2.5 Yrs to 3 Yrs | 6 marks |
| 7. 3.1 Yrs to 3.5 Yrs | 7 marks |
| 8. 3.6 Yrs to 4 Yrs | 8 marks |
| 9. 4.1 Yrs to less than 4.5 Yrs | 9 marks |
| 10. 4.6 Yrs and Above | 10 marks |

The selection interview for the shortlisted candidates will be conducted on 25/05/2010 at 9.00am in the Conference hall, MoWHS