

CURRICULUM VITAE

1. Personal Information

Name:	Sonam Wangmo
Citizenship ID No.	10901001552
Employee ID No:	9907093
Date of Birth:	01/04/1977
Gender:	Female
Permanent Address:	Pangthang, Chimong, Pemagatshel
Email address:	bhutandynastytravel@gmail.cpm
Cell No.	17111235

2. Current Details

Position Title:	Sr. Adm. Assistant III
Position Level:	SS4A
Working Agency:	Ministry of Agriculture & Forest, Department of Agriculture, National Mushroom Centre.
Parent Agency:	Royal Civil Service Commission
Super Structure:	Administrative Services
Major Occupational Group:	Administrative & Support Services Group
Sub Group:	Secretarial Services
Employee Type:	Regular
Employee Status:	Existing

3. Award

10 years (Bronze)

20 years (Silver)

4. Pre-service Qualification/Training

Level	Course Title	Institute	Start Date	End Date	Duration	Qualification status
Certificate	Office Management	Royal Institute of Management	1 st July 1997	30 th June 1999	2 years	Completed
Class X	General	Yangchenphug Higher Secondary School	10 th March 1995	12 th March 1977	2years	Completed

5. Short Term Training

1	STT Type	Course Title	Institute	Start Date	End Date	Duration	Status
	Certificate	Advance office productivity management	Kasetsart University, Thailand	31/3/2009	10/4/2009	11 days	completed

6. Employment History

PT	Grade	Effective date	Agency	Place	Type
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Personal Assistant	13	01 July 1999	Dzongkhag Administration, Trashiyangtse	Trashiyangtse, Bhutan	Appointment
Personal Assistant	13	01 March 2000	Ministry of Home& Cultural Affairs, Thimphu	Bhutan, Thimphu	Transfer
Personal Assistant	13	01 May 2002	Ministry of Agriculture & Forest, DoA, National Mushroom Centre	Bhutan, Thimphu	Transfer

7. Performance Score

Financial Year	Individual Work Plan	Moderation Score	Remarks
2021-2022			
2020-2021	3.09	Very good	
2019-2020	3.29	Good	
2018-2019	2.61	Very Good	
2017-2018	2.88	Very Good	
2026-2017	2.6	Good	