Ref. No.: TIPL/HRAD/12/2026/   **Date:** January 22, 2026

TERMS OF REFERENCE

ABOUT TASHI INFOCOMM PRIVATE LIMITED

Tashi InfoComm Private Limited is the second cellular company in Bhutan, a separate entity under Tashi Group of Companies. The company was incorporated on January 23, 2007, under the Companies Act of Bhutan 2016, after it won an international bid to operate as the second cellular operator in Bhutan. Pursuant to the grant of Certificate of Re-Registration by the Office of the Registrar of Companies, Ministry of Industry, Commerce and Employment on 27th of November 2023, Tashi InfoComm Limited was re-registered as Tashi InfoComm Private Limited under the Companies Act of Bhutan, 2016.

The cellular license issued by Bhutan InfoComm and Media Authority (BICMA) mandates TashiCell to build mobile network to provide cellular services to the entire nation. The mobile network is based on GSM WCDMA/HSPA+ technologies. The company launched its GSM services on April 6, 2008, under the brand name "TashiCell", with its registered office located at Samten Lam, Thimphu.

ABOUT THE DEPARTMENT AND SECTION

The Network Operations and Maintenance Department comprises of four sections:

    A. Mobile Core Section

    B. Transport and Access Section

    C. Power Section

    D. Internet Services Section

The department is mandated to ensure that all TIPL network services remain functional and operational.

POSITION

Designation	Technical Officer
Section	Power Section
Department	Network Operations and Maintenance Department
Reports to	Head of Section
Supervises	None

No. of Slots	01
Work Station	Thimphu
Nature of Employment	Regular
Grade	T1 Step 11
Date of Appointment	Will be informed via telephonic call

PERSON SPECIFICATION

Nationality	Bhutanese
Age	The applicant must be at least 19 years old and no older than 27 on the date of application.
Essential Qualification	Diploma in Electrical Engineering or any related field
Desired Qualification	None
Essential Experience	Knowledge of UPS, DG sets, HVAC systems, and fire suppression systems is essential.
Desired Experience	3-5 years of experience in data centre operations, power systems, HVAC, or critical infrastructure (preferred).
Essential Training	None
Desired Training	None
Essential Skills, competencies and personal attributes	**Job related skills and abilities:** • Strong understanding of data center power and cooling infrastructure. • Basic knowledge of fire safety and suppression systems. • Ability to work in a 24×7 operational environment. • Good coordination, documentation, and communication skills. • Ability to work independently and respond effectively during incidents. **Personal attributes:** • Demonstrates a high sense of ownership for critical infrastructure. • Strong awareness of electrical, fire, and workplace safety. • Careful and precise in monitoring power, cooling, and alarms. • Able to respond calmly and effectively during incidents or

	emergencies.
	• Works effectively with IT teams, vendors, contractors, and tenants.
	• Willing to learn and adapt in a new or evolving data center environment.
	• Demonstrates honesty, confidentiality, and professional conduct.
	• Understands the importance of service availability for internal and external users/Clients.
	• Able to manage routine operations, maintenance schedules, and ad-hoc tasks.

JOB RESPONSIBILITIES

Brief duties and responsibilities:

1. Power & Electrical Systems

- Operate, monitor, and maintain data center electrical infrastructure, including UPS systems, batteries, power distribution units (PDUs), generators, and earthing systems.
- Ensure uninterrupted power supply and support planned and corrective maintenance activities.
- Monitor power consumption and assist in capacity planning.

2. Cooling & Environmental Control

- Operate and maintain cooling and HVAC systems, including precision air-conditioning units.
- Monitor temperature and humidity to ensure compliance with data center operating standards.
- Support optimization of cooling efficiency and energy usage.

3. Fire Detection & Suppression Systems

- Monitor and maintain fire alarm, detection, and suppression systems (e.g., smoke detection, gas-based suppression).

- Ensure systems are compliant with safety regulations and readiness for emergency situations.
- Coordinate inspections, testing, and certifications with authorized vendors.

4. Monitoring, Preventive Maintenance & Incident Response

- Perform routine inspections and preventive maintenance of all infrastructure systems.
- Monitor alarms and respond to infrastructure faults and emergencies on regular basis.
- Maintain operational logs, incident reports, and maintenance records.

5. Space Management & Leasing Support

- Manage and track rack space, floor space, and power capacity within the data center.
- Support space allocation, preparation, and handover for leasing to other agencies or tenants.
- Coordinate installation, relocation, and decommissioning activities with internal teams and external parties.

6. Compliance, Safety & Documentation

- Ensure compliance with data center operational, safety, and regulatory standards.
- Support audits, inspections, and management reporting.
- Maintain accurate documentation, SOPs, and checklists related to infrastructure operations.

Working Conditions:

The position follows a standard workweek; however, the employee must be available on a 24/7 basis to respond to technical issues and ensure reliable power supply & cooling services in the Data Centre.

REMUNERATION PACKAGE (MONTHLY)

Pay Scale for T1 Step 11	Nu. 23,695-590-29,595
Basic Salary	Nu. 23,695.00
Medical Allowance	Nu. 1,975.00
Provident Fund	Nu. 2,370.00
Corporate Allowance	Nu. 19,430.00
Communication Allowance	Nu. 750.00
Gross Salary	**Nu. 48,220.00**
Other allowances and benefits	Other allowances and benefits like gratuity, leave, Leave Travel Concession, leave encashment, bonus, insurance, staff welfare and mobile data shall be applicable as per the Service Rules and Regulations of TIPL 2008