Career Opportunity

Southeast Bank Limited, a leading new generation Bank in the private sector is looking for a female Private Secretary to the Chairman of the Board of Directors. She must fulfill the following requirements:

- Masters Degree holder in any discipline.
- > Minimum 3 years' experience in similar job in any reputed organizations.
- Smart and well groomed.
- > Pleasing personality with good mannerism in telephonic conversation as well as skill in English.
- Age not exceeding 30 years,

An attractive salary package will be offered to the right candidate on the basis of qualification and experience.

Applications along with Bio-data, 2(two) recent passport size color photographs, contact phone numbers be sent to Human Resources Division, Southeast Bank Limited, Head Office at the following address within 15 days of this advertisement.



Southeast Bank Limited

Head Office: 1 Dilkusha Commercial Area, Dhaka-1000. Telephone: 9550081 E-Mail: seastbk@citechco.net

PAKISTAN DATES EXHIBITION

(11-12 August '2003)

(10 am - 7 pm)

(VENUE : PURBANI HOTEL, DHAKA)

- Date varieties and Date products to be displayed by Growers & Exporters from Pakistan.
- mporters, Agents, Distributors & Businessmen dealing in fruits and food products are invited to meet participants.

Organized by:

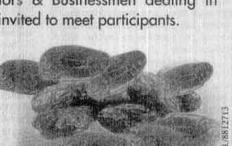
DPB

Export Promotion Bureau Government of Pakistan

in collaboration with,

High Commission for Pakistan

H. No. 2, Road 71, Gulshan Avenue, Dhaka-1212 Tel: 8811900, 8825388-89, Fax: 8813316, 8823677



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CAREER OPPRTUNITY

located in Gulshan area is looking for energetic, experienced hard working persons for employmen Restaurant Manager : Graduate, age around 40, 5-7 years experience in running a Restaurant of first class standard. Preference will be given to those who have worked in Middle East especially in any Lebanese Restaurant. Should be able to Speak in Arabic. French and English. Must have computer knowledge on MS Word and Excell Should posses the knowledge of Staff Training, Menu Preparation. Staff Administration and Customer Handling experience. Educational experience may be relaxed for suitable candidate

Marketing Manager: Business Graduate in Marketing. Should be under 30's Fluent in English. Arabic and French language would be an added qualification. Must know MS Word and Excel. Hotel or Restaurant Marketing would be added Qualification.

Asst Manager / Hostess : Graduate should be fluent in English Arabic, French Language & Computer knowledge would be an added qualification. Should have 2-3 years work experience in a first class Restaurant. Age should be under 26 years and female candidates should apply for this position

Chef d'Party : Should have at least 5-6 years experience in Lebanese and Continental cuisine should be under 40. Understanding Arabic and English language preferable Restaurant Supervisor: Should be under 30 must be able to speak

Arabic & English. French Language would be an added qualification. Should be able to run the shift independently. Should be High School We also require suitable candidates for the position of Waiter, Buss boy, Cook, Commi, Steward, Gardener, Bar Man, Spice Crasher, Door Man (Must be 6 feet above tall). Handy Man (should have knowledge

of electrical job, plumbing job) and Security Guard. For the above positions the incumbent must have 1-2 years work experience. If you think that you are the person we are looking for, please send your resume along with two pp photograph and copy of you al

certificates to the following address Harmony International

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Nilkamal Padma Plastics Pvt Ltd is a JV between Nilkamal Plastics Ltd, India- "a fast growing Multinational Company having operations in India, Sri Lanka and Nepal" and SAS Group, Bangladesh.

Nilkamal is the largest manufacturer of Injection Moulded Plastic Furniture and Crates in Asia and enjoys excellent brand image.

We require young, dynamic and result-oriented team for our new JV Company setting up a manufacturing unit at Konabari, Gazipur. The Company offers a challenging, motivating and learning work environment with excellent opportunity for growth.

OFFICER (ACCOUNT) - 1 Post

Graduate/ Post Graduate in Commerce/Accounting having minimum 5 years experience of working in manufacturing Industry. The incumbent must have thorough knowledge of costing, VAT and Tax laws, maintaining book of accounts, fixed assets inventory and depreciation, working on computerized accounting system (TALLY).

OFFICER (DISPATCH) - 3 Posts

Graduate / Post Graduate in Commerce minimum 5 years experience in handling dispatch of goods all over Bangladesh. The incumbent must have thorough knowledge of sales systems and procedures, invoicing, negotiations with transporters, knowledge and experience of VAT rules and regulations, compliance and filling of VAT requirement is must. Computer literacy and ISO 9000 quality systems and procedures will be added advantage.

For both the positions salary will be commensurate with the best in bio-data alongwith two passport size the industry. Please send photographs by courier or email immediately. Interview will be conducted within 7-10 days.

Nilkamal Padma Plastics Pvt. Ltd.

House No.-11, Rood No. 11, Sector-3, Uttara, Dhaka-1230 Email: works@nilkamalpadma.com npppl@dhaka.net Fax: 02-9289447

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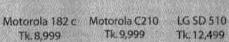
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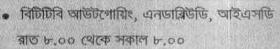


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