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Post of Manager with experience in commercial work e.g. export, import, preparation of tenders and ability to be a team leader in the organization. Contact Tel: 0152-633 503/9885422/8850021/0191-314 686

# SOUTHEAST UNIVERSITY

## FIRST CONVOCATION - 2006

May 10, 2006 (Wednesday)

## Venue: Bangladesh-China Friendship Conference Centre, Dhaka

The Graduates of Southeast University who have completed or will complete their programs on or before April 16, 2006 and are interested to participate in the First Convocation are hereby requested to deposit Convocation Registration Fee of Tk. 2,000/- (two thousand) only in the Dhaka Bank, Banani Branch, Dhaka and submit the Convocation Registration Form (duly filled in) to the Accounts Office together with the following documents:

- a) Bank Receipt for Convocation Registration Fee of Tk. 2,000/-
- b) Provisional Certificate, in original (if taken)
- c) Library Card & ID Card
- d) 3 (three) copies of passport-size photo (colored)

Registration Forms for participating in the First Convocation-2006 will be available from the office of the Deputy Controller of Examinations (3rd Floor, Room #404, New Building, House#64/B, Road#18, Banani, Dhaka-1213)

#### Last date of Registration: April 20, 2006

NB: For further information please contact-

Mr. Md. Abul Hossain, Deputy Controller of Examinations, Mobile 0175-782676

Ms. Nuzratun Nayeem, Admin. Officer, Mobile: 0176-604765 AKM. Amir Hossain Miah

Ms. Nigar Sultana, Admin. Officer, Mobile: 0186-849649

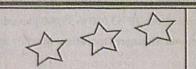
Deputy Registrar (Establishment) 9882340/207,0174-360252

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Monipuripara	1550-1650 sft
Kalabagan	1250 sft
Green Road	1375 sft
Segunbagicha	1205 sft
Siddeshwari	1705-1935 sft
Moghbazar	1055-1525 sft
Eskaton	1490-1505 sft
Rampura	1150 sft
Khilgaon	1430 sft
R.K. Mission Rd	1215 sft
Wari	1715 sft . poneonusu
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Palton	1080 sft
Shahidbag	1075 sft
Niketan	1450 sft

M. R. Centre, House-49, Road-17, Banani Bazar, Banani, Dhaka, Tel: 8829797, 8857067, 8851026, 8810266, 9873165, 9891869,9893827,8814056,9888824,8819742,Cell: 0189-253767,0189-263044,0189-410094 0187-031197, 0189-261101, 0187-044554, 0187-044555, 0187-044565, 0189-410098, 0187-044555, 0189-230946, 0189-261011, 0189-261096, 0189-410102, fax: 880-2-9873163 e-mail: dominno@bananinet.com Consultant Architects: profile Ltd

## Career **Opportunity**



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TNT Express is a renowned Internaitonal Express Distribution Company. Head guartered in Amsterdam, TNT operates in over 220 countries employing over 50,000 personnel & with Global Revenues exceeding 10 billion USD. TNT in Bangladesh is on an exponential growth plan. The following openings are open for suitable candidates:

### 1. Operation supervisor (Male-1 for Dhaka)

The candidate should be either graduate /post graduate with 5 to 6 years experience in service/Logistic industry, preferably with 2-3 years in a supervisory position. The candidate must be capable of handling a large team. Age: 28-35 years.

Indoor Sales Executive (Male/Female-2 for Dhaka & 1 for Chittagong)

The candidate should be either Graduate /MBA with 2 to 3 years experience in Tele Sales or Tele Marketing. Age: 25-30 years.

3. Field Sales Executive (Male-2 for Dhaka)

The candidate should be a Graduate with 2 to 3 years experience in Front Line Sales preferably in service industry. Age: 25-30 years.

4. Accounts Executive (Male-1 for Dhaka)

The candidate should be a Commerce Graduate with 2 to 3 years experience

in Accounts, knowledge of Accounting software is essential. Age: 25-30 years.

5. Customer Service Executive (Female-1 for Dhaka & 1 for Chittagong) The candidate should be a Graduate with 2 to 3 years experience in Telecom or Hotel Industry. Age: 25-30 years.

6. Peon (Male- 1 for Dhaka)

Minimum educational qualification is S.S.C. Freshers can also be considered. Age: 18-25 years.

Candidates should be capable to read and write good English. Salary will commensurate with experience & qualification.

Interested personnel are requested to send CV along with 2 recent color passport size photographs, and photocopy of educational and experience certificates by 10th April, 2006 to the General Manager, TNT Express, House #5, Road #27, Block #J, Banani, Dhaka-1213.

Envelopes should be super scribed with the location and position being aplied for.



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## HOTEL VICTORY Career Opportunity

Newly Started 3 Star International Hotel invites applications from Qualified Candidates for the Following Positions:

		Name of Positions	Experience
Front Office	:	Front office Manager	10 years 5 years
		Sr. Receptionist	3 years
		Receptionist	2 years
		Bell Man / Door Man	2 years
House Keeping		Executive Housekeeper	10 years
		Housekeeping Supervisor	5 years
		Room Boy	3 years
F & B Service		Sr. Waiter / Waitress	5 years
		Waiter / Waitress	3 years
F & B Production		Head Cook & Cook for Continental, Bangla, Thai & Chaineese, Indian & Tandoori, Cold Kitchen & Pastr	5 years
Sales & Marketing		Manager	5 years
		Executive	3 years
Security	:	Guard (Retd. Army)	5 years

Hotel Management Diploma with the above experience & computer literacy will be Prefered. The interested Candidates are requested to apply with a forwarding, detailed bio-data, a recent photograph, mentioning name of two reference within fifteen days to the following address:

> General Manager, Hotel Victory, 30/A VIP Road, Naya Paltan, Dhaka-1000.

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**GRAD** 

## Siddiqui's International School

The teachers and students of Siddiqui's International School congratulate the students who appeared for GCE Ordinary Level Examination on January 2006. Special Congratulations and blessings to Faisal Mahmood and Md. Navid Akbar for an extraordinary performance

Contact: House # 95, Road # 11A, Dhanmondi R/A, Dhaka-1209. Tel: 9141975, 9130767.

Name Sub Marks 99 \* Faisal M-B Navid M-B

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Chittagong Office: Higher-Edge Consultants 65/A, Chateshwari Road (1st Floor), Navana Furniture Building (Opposite of Gulzar Tower), Chawk Bazar Chittagong, Bangladesh. Mobile: 01199843541

Services are absolutely

## Career Opportunity

Rangs Industries Ltd. exclusive distributor of world renowned brands Toshiba, Pioneer, Canon, Mitshubishi Generator and Toshin having a wide network of 140 outlets all over Bangladesh requires applications from interested candidates for the following posts.

#### National Sales Manager (Corporate/ Institutional Sales)

The incumbent would be in-charge of sales team for institutional sales. He will be required to manage the institutional sales department including hiring, training and coordinating of sales personnel. He would also be involved in setting the sales target and achieving the same.

Ideal candidate should be smart, must have excellent communication skill & public relations. He must have proven success record in leading a sales team for at least 5 years.

Minimum qualification Masters/ Graduate, Age not exceeding 35

#### **Executive (Accounts):**

The incumbent should be M.Com/ Chartered Accountancy Course completed with 5(Five) years working experience in a reputed company in maintaining computerized financial accounts upto the preparation of Balance Sheet. Computer literacy in MS Word & Excel is a must. Age not exceeding 30 years.

#### Sales Officer:

The incumbent would be responsible for sales of household appliances and electronic goods from our various Showrooms. Ideal candidate should be smart, outspoken with a pleasing personality. He/ She must be a graduate, preferably from commerce background. Age not over 26 years.

Placement will be in the districts of Dhaka, Sylhet, Barisal, Pabna & Natore Preferred district of posting must be mentioned on application. Local candidates would be given preference. Female Candidates are encouraged to apply & would be given preference.

### **Executive Secretary (Male)**

A graduate or equivalent in any discipline. The incumbent must have good communication skill in both English and Bengali and must have sound knowledge in computer work. The incumbent should be smart, pleasant in appearance. Age within 30 years.

Experience in similar position with secretarial course will be an added

## Receptioniest-cum-Telephone Operator (Female)

Must be minimum Intermediate/ O Level. Should have pleasant personality and be fluent in both Bangla and English. Age not over 26 years. Experience in the similar position will be preferred

Interested person may send applications along with C.V recently taken passport size photo 2 (two) nos. & copies of educational certificates on or before 10th April 2006. The candidate should write down on the envelope "the name of the post" applied for, clearly. to

Managing Director, Rangs Industris Ltd. 113-116 Old Airport Road, Tejgaon, Dhaka-1215

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