GCE 🕖 Level

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applications for the following positions based at Dhaka:

1. Director Programs (One position):

travel up to 15 days a month in Bangladesh.

2. Secretary/ Office Assistant (One position):

Filing and assist in day to day office management.

B.Sc (DU), MBA (IBA)

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Employment Opportunities

Qualification and Experience: Masters in Social Science or Demography or MBBS with MPH/M.

Sc./Masters in Population Science with at least 15 yrs. experience working in health, FP and allied

areas, program development, management, systems monitoring and supervision. At least 10 yrs. of experience working with various level of MOHFW officials, NGOs and private sector development

Duties and responsibilities: As a member of the Sr. Management Team (SMT), contribute to achieve the

corporate mission in Bangladesh. Pro-actively assist the SMT in developing annual work plans, budgets

and monitor their timely implementation. Assist the Country Representative work with other SMT

members and guide staff to interact, coordinate and liaison with senior officials from the MOHFW,

DGFP, DGHS and other Ministries at the central, district and upazilla levels, donor representatives and

NGOs. Provide technical assistance and program inputs to different programs in order to achieve

program deliverables and ensure that achievements and learning from programs are documented, shared,

disseminated timely and consistently to both internal and external stakeholders. Provide leadership in

planning, designing, implementation and follow-up of different clinical and non-clinical program activities. Provide supportive supervision of multidisciplinary professional teams and conduct yearly

performance reviews of staff, identify ways to support staff professional development within available

resources. Ensure timely and consistent communication and coordination with key internal stakeholders

and partners, identify and pursue opportunities for consolidating and expanding the country program

Skills: Should have experience in developing annual work plans, budgets, strategic plans, funding

proposals and reports. Must have a sound understanding of and experience in developing and managing

gender equity and rights-based programs in FP/RH. Must possess excellent team building & facilitation

skills. Must possess fluent writing & verbal communication skills in English & Bangla and be willing to

Qualification and Experience: Graduation degree in any discipline. Minimum three years working

Duties and responsibilities: Provide secretarial support and make appointments for country office

staff. Type correspondences, reports and other documents. Send fax, dispatch and receive mails.

Skills: Computer skill especially on MS word & Excel is required. Good writing & speaking skills in

The successful candidates will be offered an attractive salary and other benefits as per the

Willing candidates should send their current CV with a passport size photograph along with a

covering letter to The Advertiser, Box No. A-196, C/O, The Daily Star, 19, Karwan Bazar,

portfolio and provide effective representation of the organization in different forum.

experience as secretary or office assistant with national and international NGOs.

English & Bangla. Must have excellent interpersonal skills & team work attitude.

An International NGO (an equal opportunity organization) invites

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Chehlum

Prominent lawyer, social worker, famous Rotarian, Joint Secretary of National Heart Foundation, amicable and adorable personality Syed Altaf Hossaih (77) passed away on July 6 at Heart Foundation Hospital (Innalillahe Rajeun). His chehlum will be held today on August 11 Friday, after Asr prayers at his Banani residence (H-139, R-4. Banani, Dhaka). His relatives, friends and well-wishers are requested to attend the Milad Mahfil for the salvation of his departed soul.

D-945 Brothers, Sisters, Nephews & Nieces

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3. Must have minimum 2-3 years' work experience in related field 4. Age not exceeding 33 years

Management Trainees will be deployed in Aarong shops in Dhaka, Chittagong, Sylhet or Khulna. Candidates must be ready to work six days a week and flexible hours.

Applicants should apply with detailed resume and a recent passport size photograph to Manager, HRD, Aarong House, 65 Mohakhali C.A., Dhaka-1212 by August 31, 2006.

Please mark the position applied for on top of the envelope. Only shortlisted candidates shall be called for interview

Agrong.

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If you have Masters, minimum three to ten years professional/ expert level job month, you and your family qualify for UK migration under HSMP program within 2 months. MBA, and registered UK physicians are preferable.

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If your age is 50 and above and you have handsome yearly income you can easily get 10 years visa. Businessman, Politicians, Professionals and Senior Executives are preferable. You can get this visa under MMSHP within three months

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organization's policy.

Dhaka-1215 by August 21, 2006.

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27, S.S. Khaled Road. adjacent Chittagong club, Lalkhanbazar, Chittagong Contact: (031)-617957, 01713-110945, 01713-110968, (0607)-4483533, (0607)-4486140. e-mail: btictg@bbts.net

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Career Opportunity

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

Manager-Finance & Accounts:

Chartered Accountant with 5 Years experience or M.Com (Accounting) with CA course completed having 12 Years practical experience in preparation of Final Accounts, Budget and Management Reports. The incumbent should have knowledge in computerized accounting package. Fluency in English both written and spoken is must. Age within 45 years.

Manager- Commercial:

co.

00

Must be a commerce graduate with 7-10 years practical experience in indenting, import procedures, customs formalities etc. The incumbent should be able to communicate with a good number of foreign suppliers/ principals on commercial matters independently. Fluency in English both written & spoken is a must. Age within 40 years.

Interested person may send application (hand written) along with C.V, recently taken 2 (two) passport size photo & copies of educational certificates on or before 21st August 2006. The candidate should write down on the envelope the name of the post applied for, clearly To:

Managing Director Rangs Industries Limited 113-116 Old Airport Road Tejgaon, Dhaka-1215

Proneer Callott

We are an Europe based, joint venture, Trading (Buying) House, operated from Bangladesh, having the Europe office in Spain, agent for several renowned retailer in the world. Very soon we are going to expand our trading in USA and Canada. To facilitate our rapid expansion, we are searching young, dynamic, smart and qualified female candidates for the following posts:

Senior Merchandiser: Must have a masters degree or MBA, minimum 5 years work experience in similar position (Textile Department), able to work independently and under pressure, meet buyers' requirements, proficiency in English.

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Trainee Merchandiser: Fresh Masters or Bachelors degree or BBA (preferably having A levels), have confidence to work under pressure, excellent interpersonal and communication (written & spoken) skills.

Office Executive: Must have a Bachelors degree or BBA (preferably having A levels), minimum 1 year work experience in similar position, excellent interpersonal and communication (written & spoken) skills, strong reporting capability.

Cook: Have 8-10 years experience in cooking Continental, Mughal and Deshi dishes.

We offer excellent growth opportunities, attractive compensation package and a professional environment. Interested candidates, who meet the above requirements, are requested to

send detailed CV with a passport size photo within 7 days to: The Advertiser, Box No. A-199 C/O The Daily Star, 19 Kawran Bazar, Dhaka-1215

Job Opportunity

Assistant Program Officer

The Embassy of Denmark, Dhaka seeks the services of an Assistant Program Officer for DANIDA's Business-to-Business (B2B) Programme.

The incumbent is expected to assist Expatriate Programme Coordinator in implementing the Bangladeshi-Danish collaboration projects that aims to transfer the technical/managerial know-how to the private sector

The Role

- · Assist in identification, match-making and appraisal of project proposals
- Assist in implementation, monitoring and release of grant funds
- Assist the Bangladesh-Danish Collaborations on export promotion/trade matters, technology adaptation / transfer and relevant training requirements
- Report on the progress of the Collaboration Projects · Performing other responsibilities, as required

- Capable to assess promising business opportunities and to identify suitable Bangladeshi companies as project partners
- Good at analytical and report writing skills
- · Effective in communicating in both English & Bangla
- Interpersonal skills with cultural sensitivity
- Strong in use of personal computer (Windows, MS Office and Internet)

The Competencies

- Team-orientation
- High level of initiative, dynamism and flexibility
- Ability to work under pressure and with minimum supervision
- Should be extrovert and outgoing in nature

The Qualifications & Experiences

- Post Graduate degree in Business Administration from a reputed university
- He/she should be in his/her late 20's or early 30's
- . 3+ years of hands-on experience with development financial institutions or foreign banks in the field of marketing or production
- · Experience and demonstrated skills in working with diplomatic mission, UN agencies and multilateral donors in the relevant field is desirable
- Good knowledge of the industry and industrial organizations of Bangladesh
- Should be familiar with writing industrial project proposal and managing fund

Additional Information

- The Embassy of Denmark is an equal opportunities employer
- Applications are welcome from qualified individuals, regardless of race, gender, religion or
- Only short-listed candidates will be contacted.

Remuneration

· Competitive package will be offered based on experiences, skills and competencies

- · All applications will be treated on merit and in strict confidence
- To apply, please forward an updated resume together with a recent photograph by August 24,

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