

HIGH COMMISSION OF INDIA, DHAKA
YOGA THERAPY COURSE IN DHAKA

The High Commission of India, Dhaka will be conducting the following special Yoga therapy courses by Yoga Guru, Shri Satyajit Biswas at its Cultural Centre at House No. 24 (old), Road No. 2, Dhanmondi.

Asthma	Sat, Mon, Wed	Morning 8:30 - 9:30 a.m.
Diabetes	Sun, Tues, Thurs	Morning 8:30 - 9:30 a.m.
Hypertension	Sat, Mon, Wed	Evening 7:30 - 8:30 p.m.

The classes will commence from 21st August, 2006.
For information call on : 8615491, 0193 483550.

VACANCY ANNOUNCEMENT
BGD/99/G31-Coastal and Wetland Biodiversity Management Project

The United Nations Development Programme (UNDP), Bangladesh seeks applications from Bangladeshi nationals for the following position under UNDP-GEF (Global Environment Fund) funded project entitled BGD/99/G31-Coastal and Wetland Biodiversity Management Project (CWBMP) at Cox's Bazar and Hakaluki Haor. The overall objective of the project is to establish and demonstrate an innovative system for management of Ecologically Critical Areas (ECAs) that will have a significant and positive impact on the long-term viability of the country's globally significant coastal and wetland biodiversity resources at Cox's Bazar and Hakaluki Haor. The Department of Environment (DOE) is implementing the project. This project is aimed at supporting DOE efforts to operationalise the Ecologically Critical Area (ECA) Concept at the project sites.

Monitoring and Evaluation Specialist: One position for one year with possibility of extension.

Duties and Responsibilities: The incumbent will be based in the Project Management Unit at the Department of Environment, Agargaon, Dhaka. Under the overall supervision of the Project Director, the incumbent will be responsible for (a) developing and setting up the overall framework for project M&E (Monitoring and Evaluation) in accordance to the project document and M&E plan; (b) conduct readiness assessment regarding M&E; (c) guide and coordinate the review of the project logframe; (d) contribute to the development of the Annual Work Plan and prepare detailed M&E budget and calendar of M&E activities (e) design the framework for the physical and process monitoring of project activities; (f) prepare reports for project management including identification of problems, causes of potential bottlenecks in project implementation, and providing specific recommendations; (g) prepare draft TORs for mid-term and final evaluation in accordance to UNDP and GEF guidelines; (h) guide and supervise consultants or organisations that are contracted to implement special surveys and studies required for evaluating project effects and impacts; (i) organise (and provide) refresher training in M&E for project and implementing partner staff, local organisations and primary stakeholders with view of developing local M&E capacity; (j) design and implement a system to identify, analyze, and disseminate lessons learned; (k) consolidate a culture of lessons learning involving all project staff and allocate specific responsibilities; (l) facilitate exchange of experiences by supporting and coordinating participation in any existing network of UNDP/GEF projects sharing common characteristics; and (m) identify and participate in additional networks, for example scientific or policy-based networks that may also yield lessons that can benefit project implementation.

Qualifications and Experience: The incumbent should have a Masters Degree in either Statistics, Environmental and Natural Sciences, Sociology, or Economics with Monitoring and Evaluation experience in the field of study and research. She should have at least ten years of proven experience in: (a) planning, design and implementation of M&E systems; (b) the logical framework approach and other strategic planning approaches; (c) monitoring and evaluation (M&E) methods, statistical techniques and approaches (including quantitative, qualitative and participatory approaches); (d) training in M&E development and implementation and/or facilitating learning-oriented analysis sessions of M&E data with multiple stakeholders; (e) data and information analysis; and (f) analytical report writing skills. She should have the willingness to undertake regular field visits and interact with different stakeholders, especially primary stakeholders. Other key competencies are solid understanding of environment / natural resource management with a focus on participatory processes, joint management, and gender issues, familiarity with and a supportive attitude towards processes of strengthening local organizations and building local capacities for self-management; leadership qualities, personnel and team management (including mediation and conflict resolution) and understanding of GOB, UNDP and GEF procedures. Fluency in spoken and written English and Bangla is mandatory. Proficiency in MS Word, Excel and Power Point, including statistical software related to M&E and GIS applications is also essential.

Submission of Application: Applications should be submitted in English and include a covering letter, a recent photograph and curriculum vitae, and information about present salary/benefits. Applications should be addressed, quoting the post title on the envelope and the application, to the Assistant Resident Representative, Human Resources Section, UNDP, G.P.O. Box 224, Dhaka-1000, or deposited in the designated UNDP Deposit Box at the IDB Bhaban (Ground Floor), at E/8-A, Begum Rokeya Sharani, Sher-e-Bangla Nagar, Dhaka by close-of-business on 03 September 2006. Incomplete applications will not be considered. Any attempt to influence the selection process will result in automatic disqualification of the recommended candidate. Only short-listed candidates will be contacted. A detailed background and Terms of Reference can be downloaded from the following website: www.un-bd.org/undp/jobs or www.doe-bd.org/cwbmp.

Women candidates are especially encouraged to apply.
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Day 3: Tax Return, Appeal and Compliance; Module 5: Submission Procedure of Tax Return Module 6: Procedure of Assessment and Appeal
Day 4: Value Added Tax (VAT); Module 7: VAT system in Bangladesh Module 8: Computerized VAT Accounting
Seats are Limited! Enroll Now!! Timing: 4:30 PM to 8:30 PM
Registration Deadline: 24 August, 2006 at 6:30 PM
Fees for 8 modules: Tk. 7,500.00 only
Contact:
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Interested candidates are requested to send their applications along with a recent passport size photograph within 7 days of this Advertisement to the following address:
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Note: Any effort or initiative to influence the recruitment will be treated as reason of disqualification. All applications will be kept confidential.

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• Extensive practical experience in planning, evaluation, monitoring, controlling and execution of construction work required.
• Age: maximum 40 years.
• Minimum 10 years experience in any reputed Real Estate / Construction Company out of which minimum 3 years in the same capacity.
Job Responsibilities:
• Monitoring & inspection of all the Construction Projects of Concord Real Estate & Building Products Ltd.
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• Quality control of construction materials at different ongoing construction projects.
DEPUTY CHIEF ARCHITECT
• The incumbent must be a Bachelor in Architecture from any recognized University with good academic background.
• Should have knowledge of Auto CAD, 3D STUDIO MAX or other similar software and capable of working under pressure and meeting deadlines.
• Should have sound knowledge and adequate experience in Real Estate Project such as multi-storied Apartment, Commercial Complex, Interior Decoration Work and conversant with local building code and regulations, skilled in computerized presentation etc.
• Age: maximum 40 years.
• Minimum 12 years experience in similar field with reputed Real Estate / Construction Company.
ARCHITECT
• The incumbent must be a Bachelor in Architecture from any recognized University with good academic background.
• Should have knowledge of Auto CAD, 3D STUDIO MAX and other similar software.
• Adequate experience in Real Estate Project such as multi-storied Apartment, Commercial Complex, Interior Decoration Work and conversant with local building code and regulations.
• Age: maximum 35 years.
• Minimum 3 years experience in similar field with reputed Real Estate / Construction Company.
Remuneration and benefits commensurate with qualifications and experiences.
Candidates are requested to send their complete resume (CV) with two copies of recent passport size photographs along with copies of educational & experience certificates addressed to the Executive Director (Admin.), Concord Group of Companies, Concord Centre, 43, North C/A, Gulshan-2, Dhaka by August 31, 2006.
Post applied for must be written on top of the envelope.

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Original B/L Nos. CGPA01477306, CGPA01490005 & CGPA01490106 burnt by the fire incident in Agrani Bank B Wapda Branch, Motijheel on 08.08.06. We made GD entry in Motijheel Police Station which No. 737, date 10.08.06. Apparels Village Ltd. Khagan, Birulia, Savar, Dhaka, Bangladesh. C-283

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