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Apt. Size: 1790 - 2085 sft

(1 sft = 0.0929 sqm. Approx.)

CONCERN

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## JOB OPPORTUN with Concern Bangladesh

Concern Worldwide is a non-governmental, international, humanitarian organisation dedicated to the reduction of suffering and working towards the ultimate elimination of extreme poverty in the world's poorest countries. Concern established operations in Bangladesh in 1972.

Today in partnership with local and international organisations, Concern engages in long term development work, responds to emergency situations, and seeks to address root causes of poverty through advocacy in our health, education and livelihoods security programmes.

Concern Bangladesh will shortly commence work for its Community Participation in Education Project for 150 government primary schools, which will be implemented for a five year period. The project will focus on building the capacity of the School Managing Committees and the Parent Teacher Associations and will work with a number of partner organisations, GoB and a wide range of stakeholders to improve access and quality in primary education and is therefore seeking to fill a number of key positions. 1. SENIOR PROJECT MANAGER -- 01

This position will be based in Bhederganj, in the district of Shariatpur and require extensive travel with in the project area.

Main Roles and Responsibilities of the position:

· Direct responsible for management of the Education project.

. Ensure agreed targets and objectives that are met for assigned project through partnership

Act as a link between Partner NGOs, Regional Manager and Technical Unit (Education Advisor).

Collect, collate and produce quality project report for donors/CWW. . Ensure cooperation and coordination with Concern's implementing partners, community and

· Lead the project team and build capacity among all partners.

· Serve as representative of the project at the local and district level when required.

· Prepare and control project budget Requirements:

· Masters in Management or relevant discipline.

. Minimum 5 years experience in project facilitation and working with local partner NGOs.

Significant experience in leading role in mobilising a team.
 Excellent interpersonal, communication and facilitation skills.

 Should have the ability to prepare high quality monthly, quarterly and annual reports. Should have computer literacy and good command over English (verbal and written).

#### 2. MONITORING OFFICER — 03

This position will be based in Bhederganj, in the district of Shariatpur and require extensive travel within

the project area. Main Roles and Responsibilities:

· Responsible for ensuring proper monitoring of all aspect of the Education project.

. Take the lead role in coordinating data collection and analysis activities with each partner NGO and for the whole project

· Facilitate participatory analysis of data with community members, SMC, PTA, partner NGOs and government officials

 Develop monitoring tools and mentor all staff and relevant stakeholders on their use. Analyse the data, prepare report and suggest necessary changes to project plan.

 Work closely with project managers, community mobilizers, government officials, education advisors and senior project managers for effective monitoring. Requirements:

 Masters in Development Studies/Social Science/Statistics. · Minimum 5 years experience in monitoring of a project.

· Proven experience in coordination and supervision of baseline surveys, impact assessment and project

· Good data analysis and report writing skill. Knowledge of MS-Word and Excel is required.

· Should have good organisational, facilitation, mentoring and statistical skills.

3. SENIOR COMMUNITY MOBILIZER - 03

This position will be based in Bhederganj, in the district of Shariatpur and required extensive travel with in Main Roles and Responsibilities:

· Work closely with Community Mobilizers to ensure coordination of all aspects of the project. Build the

capacity of the Community Mobilizers through mentoring. . Work cooperatively with School Managing Committee, Parent Teacher Association and Volunteers. building their skills to coordinate and implement community activities to improve quality and access to

school · Provide inputs into monthly, quarterly and annual project planning and reporting. · Must get to know communities intimately so that plans can be tailored to the different needs of each

community Requirements:

· Masters in Education or other relevant field. · Minimum 5 years experience in teaching at the primary level. Significant experience in facilitation and

teaching may be considered as equivalent to education.

· Knowledge about effective teaching-learning techniques · Should have excellent interpersonal, communication and facilitation skills.

Good writing and presentation skills are plus point.

We offer: An excellent working environment with a competitive salary and a challenging career progression opportunity.

How to apply: If you meet the above requirements for any of the above positions, please send a resume together with a covering letter indicating the position you are applying for and why you think you are a suitable candidate for the position, a copy of a recent passport size photograph and names and addresses of three referees by 17 September 2006 to: Human Resources Department, Concern Bangladesh, G.P.O. Box. 650, Dhaka-1000.

Please mark the envelope with the position applied for. Any canvassing will result in the withdrawal of an application. Due to the volume of applications, only short listed candidates will be called for interview.

For more details on Concern's work visit Website: www.concern.net

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Dhanmondi Unit-1 Dhanmondi Unit-2

Motorcycle Stolen : Our Bajaj Caliber Motorcycle, Dhaka Metro-Ha-17-4798, CC-112, Engine-DDMBJB-32542, Chassis-DDFBJB-12526 was stolen on 01.09.06 from Dhalipara, Katia, Satkhira. Case no 01(09)06 U/S 457/380 has been recorded with Satkhira P.S. contact-9004194-6,

### Corrigendum

We, Puls Trading Far East Ltd. Gave 2 (Two) advertisement on dated 5th Sep-2006 Required Human Resource Manager and Admin & Account Manager, Saying Swedish Buying House/ Production Office but we are here in only the liaison office, so it should be Liaison office instead of Production office.

### CongratulationIII



Maple Leaf International School Dhaka, class V. He has made a expect 'Doa' from all.

# Md. Abdullah Al Hossain Student of

magnificent result in "CAMBRIDGE YOUNG LEARNERS ENGLISH MOVERS\* from the University of Cambridge through British Council, Dhaka, He Scored 100% marks, Now he is going to appear in 'CAMBRIDGE YOUNG LEARNERS ENGLISH Flyers'. His father and mother Md. Feroi Alam, and Momotaj Begum Shilpi



Due to unavoidable circumstances, the 'Bangladesh Tourism Fair 2006' scheduled to take place at Dhaka Sheraton Hotel from 7 to 9 September 2006 has been postponed. We would let you know the new schedule soon.

We sincerely regret difficulties caused to you due to this postponement.



The Daily Star

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#### FACULTY SEARCH

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UNIVERSITY OF LIBERAL ARTS BANGLADESH

Contacts: House # 56, Road # 4A, Satmosjid road, Dhanmondi R/A, Dhaka. Phone: 9661255, 9661301 0171-4072525, 0194-153700 (TnT) Web : www.ulabd.net, E-mail: info@ulabd.net

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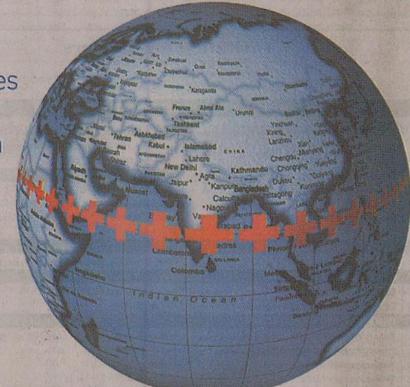
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