

**To-Let**

9000 sq feet floor space is available for rent in 1<sup>st</sup> floor with 10' wide 2 stair case in 88, Kazi Nazrul Islam Avenue. Phone: 8115727, 9116102, 8126658. C-767

**Office Space Available**

2400' sft, at "Malek Mansion" 128, Motijheel C/A, 5<sup>th</sup> floor, Dhaka. Suitable for Insurance or Private Co. Phone: 9569713, 9116102, Res. 8115727. C-766



**University of Bengal (Proposed) Career**

UNIVERSITY OF BENGAL (Proposed) has the pleasure to invite applications for the following positions:

**Subjects :** Bangla, English, Journalism & Communication, Bangladesh Studies, Political Science, Economics, Environment, Business Administration, Information Technology.

**Positions and Qualifications :**

- Professor :** Ph.D. in related discipline with minimum 14 years teaching experience and 9 Publications, or M. Phil. with 15 years teaching experience and 10 Publications.
- Associate Professor :** Ph.D. in related discipline with minimum 7 years teaching experience and 5 Publications or M.Phil. with 5 Publications and 10 years teaching experience.
- Assistant Professor :** Ph.D./M.Phil. with 2 years teaching experience and at least one Publication or Masters/Equivalent Degree with 3 years teaching experience and at least one Publication.
- Lecturer :** Masters (At least one 1st class in Masters or Honours) or Masters 1st class with BA (pass) 1st class.
- Registrar :** Masters from a recognised University, at least 5 years working experience as Deputy Registrar in a University.
- Deputy Registrar :** Masters from a recognised University, at least 2 years working experience as Deputy Registrar or a University graduate with 5 years working experience in the same field.
- Student's Councillor :** Masters from a recognised University. Working experience is preferred but not pre-condition.
- Accountant/Accounts Officer :** M.Com with 5 years working experience or B.Com with 2 years experience.
- Secretary to VC :** Graduate from a recognised University, Computer literacy.
- Librarian :** Masters Degree or Diploma in Library Science.
- Asstt. Librarian :** Graduation from a recognised University, at least 2 years working experience in this field.
- Computer Lab Asstt :** Diploma in Hardware Engineering.
- Administrative Officer :** Masters with at least 5 years working experience or graduate with at least 10 years experience.
- Medical Officer :** MBBS from a recognised University or equivalent.

If you are interested to join, please mail your CV, mentioning your expected salary and 2 Passport size photographs to our G.P.O Box No. 2680. All information regarding your candidature and CV etc. will be kept confidential. University of Bengal is an equal opportunity employer. A competitive remuneration package will be offered to the selected candidates.

Director of Administration  
**UNIVERSITY OF BENGAL**

Meena House, 116 Arjapura, Mohakhali, Dhaka-1215.  
Tel : 9127977, 8113339, 8124374, 8124376, 8124378, 8124382  
Fax : 880-2-8819746, E-mail : gemini@bdcom.com

**ARD Bangladesh Local Government Initiative**  
**Announcement of Grant Program**

The ARD Bangladesh Local Government Initiative (LGI), under the sponsorship of the U.S. Agency for International Development (USAID), invites Grant Applications from Bangladeshi individuals, private voluntary development organizations (PVDOs) and non-governmental organizations (NGOs) for programs to support the building of a broad-based constituency for elected, democratic, effective local government in Bangladesh.

**Objectives**

This Grant Program seeks applications for activities that will achieve measurable results in developing a broad-based constituency for strong local government in Bangladesh by:

- spreading and deepening public discussion about current local government issues and the options for strengthening existing and potential local governments;
- broadening and strengthening networks and associations of persons and organizations, both inside and outside of government, who are effectively advocating for strong local government;
- adding substantially to the quality and quantity of policy analysis that describes current local government issues and future options; and
- increasing the effectiveness and frequency of national leaders' support and public statements advocating for strong, elected, accountable local government.

**Types of Eligible Activities**

Up to 20 grants will be awarded in the first cycle (1 April to 30 September 2002) and each grant will not exceed Taka 57,00,000. Multi-year grants are encouraged and will be considered up to a maximum of 4 years. Proposed grants should effectively and measurably support one or more of the following strategies:

- Building coalitions and advocacy networks;
- Supporting associations and networks of local government actors;
- Formulating a legal and administrative policy agenda;
- Engaging civil society actors, members of local elected bodies, politicians, and the bureaucracy in local government dialogue;
- Generating information and ideas on local government issues and options;
- Expanding public awareness through media;
- Training for strengthening local government capacity.

**Conditions for application**

- The organization should be directly responsible for the preparation and management of the project, not acting as an intermediary.
- The organization should be experienced and able to demonstrate their capacity to manage the proposed activity corresponding with the size of the project for which a grant is requested.
- The applications (application form and annexes) must be submitted in two original and one electronic copy using MS Word/Excel.
- The decision to reject an application or not to award a grant will depend on the ARD Bangladesh's authority.
- All applications will be acknowledged but only short-listed organizations will be invited for further communication.

**Contact Information**

The ARD LGI complete Annual Program Statement (APS) and detailed Application Guidelines can be accessed on the [www.ardinc.com/documents/APS.pdf](http://www.ardinc.com/documents/APS.pdf). A hard copy or electronic copy of the APS may be requested in writing only to:

**ARD Local Government Initiative**

Attn: APS Request  
ARD Bangladesh  
House 2/B, Road 84  
Gulshan-2, Dhaka-1212  
Bangladesh

For further information regarding ARD please visit: [www.ardinc.com](http://www.ardinc.com)

**CICC-KEIRIN SCHOLARSHIP IN JAPAN IN INFORMATION TECHNOLOGY FOR THE FY 2002**

Prospectus of the above scholarship covering (1) Business Process Analysis Course (BPA) (2) Project Management for System Development Course (PROJ) can be obtained on payment of Tk. 20/- as photocopy charge from the following office :

**Bangladesh AOTS Alumni Society (BAAS)**  
Rooms 31-32, 7th Floor, Eastern Plaza, Hatirpool, Sonargaon Road, Dhaka- 1205

Tel : 861-3856

The last date to receive the preliminary application is 21st April, 2002 (Sun).

**VIQARUNNISA UNIVERSITY**

(For women only)

Admission for Summer Semester 2002

Applications are invited from female candidates for admission into the following 4-year Degree Programs

- Bachelor of Business Administration (BBA)
- BS in Computer Science
- BS in Economics ● BA in English

The Minimum requirements

i. at least 2<sup>nd</sup> Division in SSC and in HSC examinations; or  
ii. 'O' Level with at least 5 subjects with minimum of 10 points and 'A' Level with at least 2 subjects with minimum of 4 points based on the calculation where A=4, B=3, C=2, & D=1; or  
iii. any North American High School Diploma, International Baccalaureate, or equivalent.

Last date of Application: 24 April 2002

Admission Test: 26 April 2002

Please contact: Admission Office  
11A, New Baily Road, Dhaka-1000, Phone: 9333 598

**IUBAT ADMISSIONS**

Master of Business Administration (MBA)  
Bachelor Degrees

- Tourism and Hospitality Management (BATHM)
- Business Administration (BBA)
- Computer Science (BCS)
- Engineering (BSCE, BSEE, BSME)
- Agriculture (BSAg)
- Economics (BA Econ)

**Diploma**

- Computer Science (DCS)
- Accounting (DIA)

Last date of application for Summer semester: April 16, 2002

IUBAT - INTERNATIONAL UNIVERSITY OF BUSINESS AGRICULTURE AND TECHNOLOGY

(Estd. in 1991. Approved by the Government of Bangladesh)

135 Road 9A (Old 19), Dhanmondi R/A, Dhaka 1209  
Tel: 912 4201, 811 6064, 912 4226, 811 6074  
Fax: 811 0494, E-mail: [admissions@iubat.edu](mailto:admissions@iubat.edu)  
Website: [www.iubat.edu](http://www.iubat.edu)

**OPPORTUNITY FOR YOU**

We are looking for experienced professionals for our telecommunication and information technology business in Bangladesh.

**Head of Marketing & Sales:** Manage overall marketing and sales department. Responsibilities will also include, monitoring distribution network and also build broad-based distribution network across Bangladesh. 8-12 years of experience in various companies particularly in MNCs. Must have MBA from IBA or from internationally renowned institution. Communication skills must be excellent with fluency in English. Age: 35-45.

**Head of Finance:** Manage the overall accounts and finance department. Financial management, budgeting, Tax, internal audit and other accounts related work. Must be CA or have MBA in Finance/Accounts from IBA or from internationally renowned institution with 7-10 years experience. Fluency in English. Age: 30-40.

**Sr. Manager (Marketing):** Manage and assist the sales and marketing department. Responsibilities will include corporate marketing, customer service, sales planning and strategy, sales forecasting, 7-10 years experience in local corporate or MNCs. Must have MBA or Masters in Management from renowned local or international institutions. Fluency in English. Age: 28-40

**Manager Sales (Chittagong Zone):** Manage the marketing and sales of Chittagong zone. 5-8 years of experience in various companies particularly in MNCs. Must have MBA from renowned institution locally or internationally. Fluency in English. Age: 28-35.

**Asst. Manager-Marketing (Dhaka Zone):** Manage and oversee marketing & sales network of Dhaka zone. 5-8 years of experience in various companies particularly in MNCs. Must have MBA from renowned institution locally or internationally. Fluency in English. Age: 28-35.

**Executive - Finance:** Masters in Finance or accounting/ MBA. With 4-5 years experience. Must be well acquainted with accounting norms and all financial analysis. Responsibilities would include managing the daily accounts, preparing of financial reports, inventory and other accounts related work. Age: 24-32.

**Executive-Sales (Dhaka/Chittagong):** Graduate in business with 3-5 years experience in sales and marketing. Age: 24-32.

**Sales Officer (Dhaka/Chittagong):** Graduate in any discipline with 2-3 years experience in sales. Age: 24-32.

Interested candidates who all fulfill the above requirements are requested to apply with full resume and photograph to GPO Box-904 by the 15th of April 2002. Kindly mark position applied for on the envelope.

**LUXURY APARTMENT TO-LET**

AT APT. NO. 301, HOUSE NO. 33/A, ROAD NO. 99 GULSHAN-2, 3650 SQ. FT. 4-BED ROOMS, 3 TOILETS, LEAVING ROOM, FAMILY LEAVING, DINING, HALL, 5 ROOM WITH TOILET, DRIVER'S ROOM, 2 CAR PARKING, 4 BALCONY, HOT & COLD WATER SYSTEM FITTED WITH WOODEN WALL CLOSETS, OPEN TO AIR IN ALL SIDES BEING SINGLE UNIT IN EACH FLOOR. IDEALLY LOCATED IN A QUIET RESIDENTIAL ATMOSPHERE. VERY SUITABLE FOR FOREIGNERS. ONLY INTERESTED PERSONS ARE REQUESTED TO CONTACT IFTEKHAR U. AHMED, TEL : 9123319 MOBILE : 017521473

**No. 1 O-LEVEL for COACHING Gateway**

A - 8/11, LALMUTIA  
Tel: 9125092, 8118250, 8121727

**DFDS TRANSPORT**

DFDS Transport (Bangladesh) Ltd.

DFDS Transport (Bangladesh) Ltd. is expanding and looking for qualified staff:

**AIRFREIGHT OFFICER:**

Experienced airfreight officer for future Supervisor/Manager  
Responsibility : Airfreight Import & Export.  
Job Function : Airfreight operation in all aspects, overseas communication and follow up.

**SALES EXECUTIVE :**

Experienced Sales Executive for local sales.  
Responsibility : Sea & Airfreight and Import & Export.  
Job Function : Sales, overseas communication, customer service and follow up.

**We require :**

- Honesty, loyalty and responsibility
- Hard work and a mind for service
- Computer qualifications and fluency in spoken and written English is compulsory
- Candidate will have successfully completed a degree from a recognized University

**We Offer :**

- Open and fresh working atmosphere
- Independent job function
- Career opportunities
- Exciting job in a multinational company
- Remuneration befitting the candidate's qualifications

Interested candidates having relevant qualifications and experience should send their applications with CV, recent photograph and two professional references to Box No. A-1520 C/O The Daily Star, Dhaka by the 1st. of May, 2002 or by Email : [dhaka@dfdstransport-bd.com](mailto:dhaka@dfdstransport-bd.com)

**Eastland Camellia Limited**

Camellia House  
22, Kazi Nazrul Islam Avenue  
Dhaka-1000

**Notice of the 18<sup>th</sup> Annual General Meeting**

Notice is hereby given that the 18<sup>th</sup> Annual General Meeting of the shareholders of Eastland Camellia Limited will be held at Surmah Room, Sonargaon Hotel, Dhaka on Monday 29<sup>th</sup> April 2002 at 4:00 PM to transact the following business:

1. To receive and adopt the Directors' Report and Audited Accounts for the year ended December 31, 2001.
2. To elect Directors as per Articles of Association of the Company.
3. To consider appointment of Auditors for the year 2002 and to fix their remuneration.

By order of the Board  
Company Secretary

Dated: Dhaka  
7 April, 2002

**Notes**

1. A shareholder entitled to attend and vote at the meeting may appoint a proxy to attend and vote on his/her behalf. The proxy must be affixed with a revenue stamp of Tk 8.00 and submitted to the registered office of the company no later than 48 hrs before the day of the Annual General Meeting.
2. The Register of Shareholders and Share Transfer Book of the company will remain closed from 23<sup>rd</sup> April to 29<sup>th</sup> April, 2002 (both days inclusive).
3. Shareholders are requested to submit their queries on the Directors' Report and Audited Accounts at the Registered Office of the company by Wednesday, 24<sup>th</sup> April, 2002.

D-291



**National Credit and Commerce Bank Ltd.**

Registered Office : 7-8, Motijheel C/A, Dhaka-1000, Bangladesh

**NOTICE OF THE 17TH ANNUAL GENERAL MEETING**

Notice is hereby given that the 17th Annual General Meeting of National Credit and Commerce Bank Limited will be held on **Tuesday, the 7th May 2002 at 11.00 a.m.** in the **Grand Ball Room of the Pan Pacific Sonargaon Hotel, Dhaka.**

The following agenda will be transacted in the meeting:

1. To confirm the Minutes of the 16th Annual General Meeting of the Bank held on 28.5.2001.
2. To receive, consider and adopt the Profit and Loss Accounts of the Company for the year ended 31st December 2001 alongwith Balance Sheet as at that date together with the Reports of Directors and Auditors thereon.
3. To declare Dividend for the year ended 31st December 2001, subject to approval of Bangladesh Bank.
4. To elect the Directors in place of the retiring Directors in terms of Articles of Association of the Bank.
5. To appoint Auditors for the year 2002 and to fix their remuneration.
6. To transact any other business with the permission of the Chair.

Dated : Dhaka, the 6th April 2002.

By order of the Board of Directors

MD. TARIKUL ALAM  
Company Secretary

**Notes:**

1. A Shareholder entitled to attend and vote at the meeting may appoint a Proxy to attend and vote on his/her behalf. The proxy form duly filled in and stamped must be submitted to the Registered Office of the Company at least 72(seventy two) hours before the time fixed for the Meeting, i.e. latest by 11.00 a.m. on 4th May 2002.
2. The Register of Shareholders and Share Transfer Book of the Company shall remain closed from 18th April 2002 to 7th May 2002 (both days inclusive). Accordingly, the Shareholders whose names will appear in the Share Register of the Company on 17th April 2002 shall be entitled for dividend for the year 2001.
3. As per Articles 102, 103, 104 & 107 of the Articles of Association of the Bank, total 9 Directors, 8 from Sponsor Shareholders and 1 from General Public Shareholders shall retire in the said AGM and they are eligible for re-election. The detailed Election Schedule will be notified in the Bank's Notice Board at the registered office at Dhaka.