

**Office To-Let**

3<sup>rd</sup> floor (2500 sqft) of a six-storied building adjacent to Panthapath, Dhaka ready to be rented out. Specially suitable for Buying Office, Insurance, Banks, NGOs & Autonomous Bodies. Please contact: Md Nurul Islam, Tel: 9131901 (Off), 8631958 (Res), 0171-600925 (Mob). C-1417

**POSITION VACANT**

A leading consulting firm invites applications from qualified and deserving Bangladeshi candidates for the following positions:

**Economist**

Minimum Masters degree in Economics and with at least 5 years of experience in economic analysis, appraisal, feasibility studies, particularly involving rural infrastructure.

**Architect**

Graduate in Architecture and with at least 5 years of experience.

**Sociologist**

Minimum Masters degree in Sociology and with at least 5 years of experience in relevant field.

**CAD Operator**

The candidates should have at least 3 years practical experience as CAD Operator.

Interested candidates should apply along with CV, passport size photographs, academic certificates etc. to the "Director, Bangladesh Consultants Ltd, House No. 95A, Road No. 4, Block-F, Banani, Dhaka-1213" within 10 days from publication of this notice.

**"O"/"A" LEVEL MATHEMATICS**  
HIGHLY EXPERIENCED MATH TEACHER WANTS TO TEACH MATH (INDIVIDUALY BATCH) "O" LEVEL, A, B, PURE MATH "A" LEVEL, P1-P6, C1-C4, S1-S2, M1-M2 (QUESTION PAPER SOLUTIONS). NAZRUL- 9346919, 0171-589283

**To-Let**

For residential/commercial use, a 4-storied independent building at long term agreement & advance payment required. 3/3, Block-B, Lalmatia. Phone: 8130710 C-1416

**CAREER OPPORTUNITY**

One of the leading industrial conglomerates of Bangladesh invites applications for the following positions:

**1. GENERAL MANAGER (Food And Beverage):** B.Sc. Engineer (Mechanical)/MBA/Masters from any reputed university.

**The person:**

- Should have minimum 8-10 years practical work experience to run independently a factory in the Food and Beverage Industry.
- Should have sound administrative knowledge and experience to lead a large number of employees & workers of a newly emerging factory.
- Should have sound knowledge on Industrial & Labour Law.
- Should have good knowledge to implement company's policies, planning & control.
- Should have excellent knowledge and experience in production related functions.
- Should have excellent leadership qualities in handling day-to-day factory related affairs smoothly & promptly.

The candidates with mechanical background and practical experience in Food and Beverage industry will be given preference.

**2. GENERAL MANAGER (Match Factory):** B.Sc. Engineer (Mechanical)/MBA/Masters from any reputed university. Educational qualifications will be relaxed to the deserving candidates.

**The Person:**

- Should have minimum 5 (five) years experience to run a fully automated large size match factory independently.
- Should have leadership quality to manage a large number of workers, staff and officers.
- Must have sound knowledge on Industrial & Labour Law.
- Must have knowledge about the components of producing quality match.
- Should have clear idea about the machine and its operating system.

The candidate who has no practical experience in Automated Match Factory is asked not to apply.

Attractive salary package including fringe benefits will be offered to the deserving candidates. Please apply in confidence with complete C.V. alongwith two reference, contact telephone number, two copies recent passport size photograph, copies of all relevant certificates on or before June 19, 2004 to: G.P.O Box # 2949, Dhaka-1000.

Please mention the name of the post on the top of the envelope.



**CENTRE FOR HEALTH AND POPULATION RESEARCH VACANCY ANNOUNCEMENT**

ICDDR,B: Centre for Health and Population Research invites applications from suitable candidates for the position of **Grant Management Officer** for its External Relations and Institutional Development (ERID) Office under the Executive Director's Division in Dhaka. The appointment will be made on fixed-term basis for a period of two (2) years.

The Grant Management Officer will primarily be responsible to direct all grant administration activities under the Centre's mandate to ensure timely and responsive communication and accountability to donors. The post holder will oversee all financial aspects of ICDDR,B core grants and have complete authority for management of these and all other grants. The incumbent will have control and oversight of ERID administrative functions and will direct implementation of systems and tools for enhanced office capacity and productivity. The Grant Management Officer will also ensure an efficient foundation of support for the external functions of the ERID Office, both grant specific and generalized.

**Salary Range:** Tk 571,980-23,540-854,170/- per annum inclusive of housing and conveyance allowances, plus other admissible benefits.

**REQUIREMENTS**

1. Masters in Business Administration with significant experience in finance and/or project management
2. At least five (5) years' working experience at mid-level management position
3. Ability to discern grant-related situations requiring input from senior level staff and/or donor involvement
4. Ability to respond to senior staff whose grants require immediate attention and guide them to potential solutions
5. Must be able to define the grant management needs of the Centre and develop efficient and effective solutions to these
6. Ability to independently analyze and interpret complex grant documentation, recognize instances where intervention is required, and take appropriate action
7. Ability to contribute to the production of reports and other technical documents required for relationship building with the external agencies and/or donors
8. Must have excellent verbal and written communication skills in English
9. Must be meticulous and display absolute attention to detail
10. Ability to work in a scientific and research environment and as part of multicultural team
11. Must have complete financial acuity
12. Excellent PC skills and a comprehensive understanding of data management and analysis systems.

Applicants should submit a current copy of their CV, along with a brief covering letter (not exceeding two pages) listing each of the above twelve points and providing concrete examples of their experience in those areas to: **Senior Manager, Human Resources, ICDDR,B: Centre for Health and Population Research, Mohakhali, Dhaka-1212** to arrive not later than June 20, 2004. ICDDR,B regrets that it will not reply to all applications.

ICDDR,B is an equal opportunity employer and particularly welcomes applications from women candidates. D-598

ঐতিহাসিক ১০ জুন  
ভূমি অধিকার দিবসের আত্মশ্রম  
সমতলের আদিবাসীদের জন্য আলাদা  
ল্যান্ড কমিশন গঠন করতে হবে  
ভূমি অধিকার দিবস জাতীয় উদযাপন পরিষদ '০৪



**2ND DEATH ANNIVERSARY**

We remember with great fondness the late M. Masihur Rahman, who was a shining star in our lives. He passed away this day 2 years ago. We have never ceased to remember him.

Family Members

**University of Luton United Kingdom**

**OPEN DAY 2004**  
& Registration for **Spot Admission**  
**SUNDAY 13 JUNE 2004**  
**10AM - 8PM**  
**DHAKA SHERATON HOTEL**  
**Open for all**

Organised by University of Luton, External Affairs, UK and meet Mr. Steve Stephens, Regional Director, University of Luton, UK

For further information please contact Bangladesh office: House-99(5th floor), Road-11/A, Dhanmondi R/A, Dhaka-1209 Tel: 9111957, 8129318, Mob: 0172-018876

**SPACE REQUIRED FOR OFFICE & GODOWN**

A multinational company based in Dhaka requires space for office-cum warehouse preferably in **Telgaon Industrial Area, Badda towards Progoti Sharani, Kuril beside the main road.** Space required approx. 16000 sqft. to 18000 sqft. An independent building with adequate parking facilities for 7 to 8 cars and minimum of two 8-ton truck-unloading spaces. If the requirement is met Company may go for long-term arrangement in the form of hire or purchase.

Contact: 9332300, 9338341

**Open Positions**

**FINANCIAL ANALYST & ACCOUNTANT : 3 Positions open**

❑ Bachelor of Commerce in Accounting or Finance, M.Com in Accounting (or MBA in Finance), Strongly preferred CMA or CPA (Intermediate or Complete), Excellent knowledge in costing, Ability to understand cost center base acct, Computer skills (Excel must, also Access), Software : Tally or Quickbooks, or Accpac, Ability to speak, write and read in English.

**ADMINISTRATIVE ASSTT. MANAGER : 2 Positions open**

❑ Bachelor of Arts in English and/or MA in English, MS Office, MS Project, Secretarial skills etc, WebPages design a plus.

❑ MBA in Marketing or Management, Excellent command in English, MS Project (Optional), MS Office (Excel Access), Educated in Computer Networking Skills, Excellent Human Networking Skills, File Management Skills, Ability to use MS Outlook, Eudora and ability to manage Communication via E-mails, Faxes etc, Excellent Typing Skills, Ability to speak, write and read in English, WebPages design a plus.

Note : Experience preferred but not must. If you do not have above skills, make sure you have very good command in English and excellent ability to work with computer and you can prove it !!!

**Positions open :** Financial Analyst (1), Accountant (2) and Admin Manager (2)  
**Company :** Aziz Group of Industries : Involved in Chemicals & Garments production.  
**Reporting :** Directly reports to Senior Management.  
**Opportunity :** Selected personnel will work very closely with recently hired Deputy Managing Director from USA and will have the opportunity to learn from his 12 yrs of US & German education and experience.

Interested candidates are requested to submit their CV/contact directly to the following address within **June 17, 2004.**

HR Director  
**Aziz Group of Industries**

45 Dilkusha C/A, Dhaka-1000.  
Tel : 9554101, 8829161, E-mail : marina@bol-online.com

**Walk-in interview for MBBS Graduates**

Mitra and Associates, a survey-research-consultancy firm, will employ male MBBS graduates (Internship completed) to collect data on and from health facilities at district, upazila and union levels across Bangladesh.

Maximum age: 35 years. Job duration: 4 to 5 months, starting from 12 June 2004. Number of posts: 14. Salary: Tk. 10,000/- consolidated plus TA/DA.

Please appear before the Interview Board with CV and 2 passport size photographs on 10 June 2004 (Thursday) during office hours at:

**Mitra and Associates**  
2/17 Iqbal Road, Mohammadpur, Dhaka-1207  
Tel: 811-8065/911-8503; Email: mitra@bangla.net

**WANTED**

**MECHANICAL/ELECTRICAL ENGINEER**

An electrical equipment manufacturing company requires one graduate Mechanical Engineer and one graduate Electrical Engineer with good academic background for their factory at Chittagong. Candidates with Experience in Engineering industry will be preferred. Interested applicants are requested to apply with complete Bio-Data and a passport size photograph to Box No. A-116, C/O, The Daily Star, Karwan Bazar, Dhaka before 20th June, 2004.

**Ready Flat for Sale**

South facing 2/3 Bedroom Apartment at Banani ready for sale. Apt. size 1158 & 1390 sqft. Price per sqft. Tk. 1,600/- Phone 8158351, 8816153 & 0172044084

**FROM TOMORROW AT MODHUMITA**

Time 1.30, 6.30, 9.30  
Ph: 9550551, 07, ৯৫৫০৫৫১



**SENA KALYAN BHABAN**  
(A Project of Sena Kalyan Sangstha)  
195 Motijheel C/A, Dhaka-1000.

**RETENDER NOTICE**

Sealed tenders are hereby invited from the reputed contractors experienced in the field of repair/maintenance works of centrifugal chiller for supplying of spare parts and Overhauling/Repairing & Commissioning of 530 TR. Mitsubishi-York brand Water Cooled Centrifugal Water Chiller of central air conditioning system of Sena Kalyan Bhaban, 195, motijheel Commercial Area, Dhaka-1000.

Intending tenderers may apply for tender schedule along with a copy of experience certificate from any Govt./ Semi Govt./ Autonomous/ Private Organizations on Successful completion of Overhauling/Repairing & Commissioning of at least one Centrifugal Chiller having a minimum capacity of 300 TR.

On scrutiny of the experience certificate and other documents the tender schedule will be issued only to the qualified tenderer on payment of Tk. 1,000/- (Non-Refundable) from the Office of the undersigned during office hours on all working days. No tender schedule will be sold on the date fixed for opening of the tender.

Tenders in prescribed form under the cover of a forwarding letter in letter head pad of the company, duly filled in, are to be submitted on 23 June, 2004 in the tender box kept in the Office of the undersigned up to 1400 hrs and will be opened on the same day at 1430 hrs in presence of the tenderers (if any).

Sena kalyan Bhaban authority reserves the right to accept or reject any or all of the tenders without assigning any reasons whatsoever.

General Manager  
Sena Kalyan Bhaban

**EVENING MBA FACULTY OF BUSINESS STUDIES UNIVERSITY OF DHAKA ADMISSION ANNOUNCEMENT**

- The program features:**
- ❑ Specialty areas : Accounting and Information Systems, Finance, Banking and Insurance, Human Resource Management, International Management, Management Information Systems and Marketing.
  - ❑ Tri-semester system: To complete the program in shortest possible time.
  - ❑ Unique program: To address needs of individual students.

**Minimum Degree Requirement:** Bachelor Degree in any discipline. Years of schooling & job experience will carry weight.

**Date of Submission of Application:** From June 19 to July 03, 2004. Application in prescribed form must be submitted to the Office of the Dean.

**Availability of Form:** Prescribed application form for admission to EMBA Program will be available at the Sonali Bank, Dhaka University Campus Branch, from June 19 to July 03, 2004 on payment of Tk. 500.

**Admission Test:** July 16, 2004, at 3 p.m. (Friday)

For details please contact the Office of the Dean, Faculty of Business Studies, University of Dhaka. Telephone # 8613295, 9661920-59/ Ext. 4620

**SUMMER SALE**



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**WESTECS®**

Till 20<sup>th</sup> June'04