

Saint Jude's International School

(Established in 1979)

WANTED

Full time Chemistry Teacher having experience in teaching O' and A' Level.
Contact on 12 March 2005 at 9.00 am at House # 84, Road # 11/A, Dhanmondi R/A, Dhaka-1209, Phone : 9143561

IELTS GED TOEFL SPOKEN & WRITTEN ENGLISH SAT I & II GMAT & GRE IBA



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To-Let
A unique south & lake facing apt at Hse # 10/3, Rd # 13 (extension), North Baridhara (northern end of Gulshan Lake), ready for rent. Foreigners preferred. Please contact: Mr Hoq, 0176-161999. C-567

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Tuition Wanted
Only English medium students may contact. 4 years experienced teacher (BUET student) wants to teach from Std III-D/A Level. Q/P solves & best result assured. Munir, Contact: 0189136646 (T&T) C-566

Career With A. WAHAB & CO. Chartered Accountants

A. Manager Audit (2 Positions)
Qualification: CA Course Completed + Part Qualified

B. Manager- Tax (1 Position)
Qualification: CA Course Completed + ITP (Good command in English is a must)

Applicants are requested to send applications along with detailed resume, two copies of recent passport size photograph, contact telephone number (s) and expected salary to: Hotel Purbani, Annex-2, 4th floor, 1, Dilkusha C/A, Dhaka-1000.

Correspondent of Moores Rowland International
Last date for submission of application : March 25, 2005.

Joongbo Multimode Chemicals Ltd

Career opportunists who are willing to take the challenge for the following positions:

- Production Manager
- Mechanical Engineer
- Chemical Engineer
- Marketing Manager
- Sales Executive
- Manager Accounts

Please apply with full resume mentioning detailed experience along with 2 copies of recent passport size photograph within March 15, 2005 addressed to the Senior Manager (Admin), Multimode Group, Anchor Tower, 9th floor, 1/1B Sonargaon Road, Dhaka 1205. Attach two recommendation letters. Visit our website www.multimodebd.com for Academic and Work Experience Details with Job Responsibilities.

Career Opportunity

A progressive life insurance company is looking to recruit following officers for its head office.

- Probationary Officers : At least graduate.
- Front Desk Officers : Graduate with computer knowledge Experience in PABX system will be an advantage.
- Computer Operator : Graduate with knowledge in computer data entry.
- Executive Secretary : Graduate. Computer skills and good command in English will be preferred. Experience will be an advantage.

Candidates may apply along with their CV and two copies of passport size recent photograph. Application should reach the following address within 10 days of publication of this advertisement.

Progressive Life Insurance Company Limited
National Scout Bhaban (4th Floor), 70/1 Inner Circular Road, Kakrail, Dhaka-1000. E-mail : progress@bdcom.com

IMMEDIATE APPOINTMENT

General Manager (1 Post)

A renowned Group of Industries invites applications for the post of **General Manager** for its 100% export oriented sweater Industries for immediate appointment at Dhaka head office.

Qualifications & Job Requirements : The candidates should have MBA/Masters degree in any discipline from a recognized University and should have at least 8-10 years practical experience in the relevant field. Must have excellent capability in written & spoken English so that he can smoothly deal with Foreign Buyers Independently and also sound knowledge in Industrial Administration, Merchandising, Export-Import & Banking activities. Capable to manage the wide range of employees. Computer knowledge is essential.

Only reasonable candidates are requested to apply with details resume & 2 copies of recent PP size photograph, Telephone number mentioning their expected salary, to the advertiser, **GPO Box No. 970, Dhaka-1000 by 15 March, 2005.**

Education UK Fair 2005

Dhaka: 10 - 12 March 2005
Chittagong: 15 - 16 March 2005



Dhaka:
Winter Garden, Dhaka Sheraton Hotel
This fair is open to Public in Dhaka daily from 10:30 am to 7:00 pm

Chittagong:
Isamoti, Hotel Agrabad
This fair is open to Public in Chittagong daily from 11:00 am to 7:00 pm

List of Participating Institutions

- Abacus College, Oxford
- University of Abertay Dundee
- Bellerbys College
- Cardiff University
- University of Central England (Birmingham)
- Commonwealth Law College
- David Game College, London
- University of Glamorgan
- University of Greenwich (London)
- Highbury College Portsmouth
- University of Huddersfield
- Leeds Metropolitan University
- Liverpool John Moores University
- London Metropolitan University
- London South Bank University
- University of Luton
- Nottingham Trent University
- Queen Mary, University of London
- St Patrick's College
- University of Sunderland
- University of Wales, Bangor
- University of Westminster London
- University of Wolverhampton
- University College Worcester
- University of York

British Council
5 Fuller Road, Dhaka 1000 Bangladesh
Tel: 861 8905-7, 861 8867-8 Fax: 861 3375

British Council, Chittagong
77/A East Nasirabad, Chittagong
Tel: (031) 657 884-6 Fax: (031) 657 881

For enquiries about studying in the UK e-mail: education@bd.britishcouncil.org

Entry fee Taka 30/-
www.britishcouncil.org/bangladesh

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Bogra: 73986, 0174068374, Sylhet: 0171323597

POPULAR

Popular Pharmaceuticals Ltd., is dedicated to the healthier and happier lives of the humanity through manufacturing and marketing of quality products.

The company is currently building its ultra modern state-of-the-art pharmaceutical manufacturing facilities (at the former FISOONS site) at Tongi with strict compliance to international regulatory requirements.

We are diligently working today with the pharmaceutical technology and professional expertise of tomorrow.

Career Opportunity

Head Office

Head of Finance & Accounts

This is a senior management position reporting to the Managing Director, providing total guidance for the financial management of the company.

Responsibilities:

- Develop and ensure compliance of all financial policy and procedures for appropriate financial management.
- Ensure appropriate treasury function for effective fund utilization.
- Ensure internal & external audit for financial integrity of the overall company.
- Lead and ensure performance management of the Finance & Accounts team.
- Ensure best practices in all aspects of the financial management of the company.
- Ensure proper management of Tax and VAT issues.
- Ensure annual budget development and implementation across the organization and ensure preparation of all financial reports, and management accounts for top management.

Job Requirements:

- Chartered Accountant/Cost Management Accountant with Masters in Financial Management or Accounting or MBA in Finance.
- Minimum 10-12 years of experience with at least 5 years in management position preferably in the pharmaceutical sector.
- Experience in producing financial reports for use by management & different financial institution.
- Excellent knowledge of computerized accounting system including design, and implementation of financial management.
- Significant understanding of internal control mechanism.

Administrative Manager

Responsibilities:

- To ensure an effective, accurate and skilled administrative and support function to PPL through developing and implementing appropriate administrative policies.

Job Requirements:

- Masters in Commerce or Business Administration.
- 5-8 years of professional experience in administration and support function in any manufacturing industry.
- Knowledge of different administrative and legal issues.
- Must be dynamic, innovative with good analytical and problem solving skills.
- Must have excellent interpersonal communication skills and presentation skills.
- Age within 40 years.

Administrative Officer

Responsibilities:

- To perform different administrative activities as per the given guidelines.

Job Requirements:

- Masters in any commerce discipline.
- Knowledge of different administrative issues.
- 3-5 years of professional experience in administration and support function in any organization.
- Age within 28-33 years.
- Must be dynamic and innovative with good analytical and problem solving skills.
- Must have excellent interpersonal communication skills and presentation skills.

Human Resources Officer

Responsibilities:

- To perform different human resource activities as per the given guidelines.

Job Requirements:

- Masters in Public or Business Administration or in one of the behavioral sciences with major courses in HRM.
- Knowledge of modern Human Resources policies and practices including performance management system, country's labour laws and regulations.
- Knowledge of computerized HR and pay roll information system.
- 3-5 years of professional experience in human resource management in any manufacturing concern.
- Age within 33 years.
- Must be innovative with good analytical and problem solving skills.
- Must have excellent interpersonal communication skills and presentation skills.

Sales Training Coordinator/Executive

Responsibilities:

- To ensure and coordinate the overall sales training function for the sales team on a regular basis as per the sales training plan.
- To plan, organize and conduct training of different levels of sales team.

Job Requirements:

- M. Pharm/ M.Sc in Biological Science/ MBBS.
- 3-5 years of professional experience in Training of Pharmaceutical sales force.
- Age within 35 years.
- Must be innovative with high level of training and facilitation skills.
- Must have strong leadership skill with excellent interpersonal communication and presentation skills.
- Must be capable to identify training needs and prepare module and schedule of refresher training.

Distribution Officer

Responsibilities:

- To ensure effective management of distribution schedule to facilitate achievement of sales target in the assigned region.
- To manage the distribution team for effective management of depot operation.

Job Requirements:

- M.Com from any reputed University.
- 3-5 years of practical experience in pharmaceutical product distribution.
- Age within 35 years.
- Must have good leadership skill with excellent interpersonal communication skills.
- Must be proactive and dynamic.

Senior Officer, Warehouse & Dispensing

Responsibilities:

- To develop policies, SOP for Dispensing Department. In compliance with International GMP.
- To ensure proper documentation and day to day routine work for smooth operation of Production.

Job Requirements:

- M.Pharm / B. Pharm from any reputed University.
- 4-7 years of experience in well reputed Pharmaceutical Company.
- Age within 28-32 years.

Senior Officer, Microbiology

Responsibilities:

- To set up Microbiology Laboratory including Policies, SOP, Qualification documents in compliance with international GMP.
- To ensure proper validation as well as day to day routine work for smooth operation of the department.

Job Requirements:

- M. Sc in Microbiology from any reputed University.
- 4 - 7 years of experience in well reputed Pharmaceutical company.
- Must have hand on working experience in Solid, Liquid, Sterile, Penicillin and Cephalosporin facility.
- Age within 28-32 years.

Plant

All candidates must have high level of proficiency in both English and Bangla written and verbal communication coupled with good computer literacy.

"Confidentiality of all applications will be strictly maintained"

We offer a very competitive package for deserving candidates. We intend to build our success on the innovation, skills and entrepreneurial spirit of each of our colleagues. We provide exciting and challenging career opportunity and an environment where your ideas and skills are valued, respected and rewarded.

Interested candidates are requested to apply stating the expected salary with a copy of resume and one copy of recent passport size photograph, mentioning the name of the position applied on top of the envelope by March 22, 2005 to Human Resources Department, Popular Pharmaceuticals Ltd. House # 25, Road # 2, Dhanmondi R/A, Dhaka - 1205.