

## Job Opportunity

TCL- Transnational Consultants Limited is a multi-disciplinary consultancy firm which provides management, consulting and training services to an array of government, para-statal and private sector clients through strong project management, comprehensive hands-on consulting and full institutional support.

For one of its projects (3-year) which will be launched shortly in association with its foreign partner, TCL is looking for an Executive Assistant (EA) who will provide secretarial services to the Project Team Leader and will maintain daily liaison with a team of expatriate and national professionals.

The EA should have a Bachelor degree or equivalent, should be between 25 - 35 years of age and should have an experience of at least 5 years in similar position. Fluency in English and proficiency in Microsoft Office Word, Excel and other standard Office Tools are pre-requisites.

Salary will be commensurate to qualifications and skill.

Interested candidates may send their CV by email to [hrd@td-bd.net](mailto:hrd@td-bd.net) or to Transnational Consultants Limited, BSEC Bhaban (3rd Floor), 102 Kazi Nazrul Islam Avenue, Karwan Bazar, Dhaka-1215 by March 24, 2005.



## Vacancy Announcement

A reputed Group of Industries having a large modern Paper mills located at Murapara, Ruppogonj, Narayangonj, invites applications from qualified Civil Engineers for the following position:

**Position : Senior Civil Engineer**

**Qualification:**

B.Sc. (Civil) Engineering Degree from any recognized Universities, Colleges from home or abroad. Higher Degree in the relevant discipline will be an added advantage.

**Experiences:**

8-10 years of practical experiences in a responsible position in any reputed industrial plant of Private or Autonomous body.

Must be conversant in designing industrial civil design conducive to smooth operation of the industry. Must be proficient in both written and spoken English having capability to work with foreign engineers.

Candidate meeting the above requirements is requested to send his CV along with a passport size recent photograph to the address mentioned below on or before 24<sup>th</sup> March 2005. Please mention the name of the position on the top of the envelope.

**Chairman and Managing Director**  
Lina Paper Mills Ltd.  
21, Hazi Abdur Rashid Lane,  
Nayabazar, Dhaka-1100



Nusrat "Suzie" Saiea in the middle. Pictures at her Windsor Graduation Ceremony. Suzie now manages the University Liaison Office in Gulshan.

## Study in CANADA

Great careers start with great graduates.

Come to **The University of Windsor**

Join the largest student population of Bangladeshis in Canada. Choose from world-class programs in Engineering, Business, Communications, IT, Psychology, Biotechnology and more.

Get your career going. Graduate from Windsor.

Apply now!!



**Contact**  
HOSNA CENTRE Suite 210 (2nd Floor)  
106 Gulshan Avenue, Gulshan Model Town, Dhaka-1212  
Above Social Investment Bank  
Phone: 8826445, 0191 365221  
E-mail: [windsor@bdonline.com](mailto:windsor@bdonline.com), [www.windsor.ca](http://www.windsor.ca)  
Office hours Sunday to Thursday  
10.00 to 4.00 pm

## উসমানিয়া গ্রাস শীট ফ্যাক্টরী লিঃ

কালুরঘাট শিল্প এলাকা, চট্টগ্রাম

### "দরপত্র বিজ্ঞপ্তি"

ব্যবস্থাপনা পরিচালক, উসমানিয়া গ্রাস শীট ফ্যাক্টরী লিঃ, কালুরঘাট শিল্প এলাকা, চট্টগ্রাম কর্তৃক প্রকৃত ব্যবসায়ী/ সরবরাহকারী/ আমদানীকারক এর নিকট হতে এক বাম পদ্ধতিতে নিম্নবর্ণিত মালামালের জন্য স্থানীয়ভাবে সীলমোহরকৃত টেন্ডার আহ্বান করা হচ্ছে:-

ক্রমিক নং	দরপত্র নং ও তারিখ	মালের বিবরণ	টেন্ডার খোলার তারিখ	আর্নেট মানি	দরপত্র দলিল এর মূল্য
১।	ইউজিএসএফ/পার/০৪/০৪-০৫/(২৪) তার ১২-০৩-২০০৫ইং	১০০০ মেঃ টন জোলোমাইট পাথর	০৩-০৪-০৫ইং দুপুর ১২ টায়	১%	৪০০.০০ টাকা (অফেরতযোগ্য)
২।	ইউজিএসএফ/পার/০১/০৪-০৫/(২৫) তার ১২-০৩-২০০৫ইং	৫০০ মেঃ টন সোডা এ্যাশ (বেতী)	২৮-০৩-০৫ইং দুপুর ১২টায়	১%	১,০০০.০০ টাকা (অফেরতযোগ্য)

দরপত্র অত্র কারখানার (১) হিসাব বিভাগ (২) বিসিআইসি শাখা অফিস, ৬, অম্মাবাদ বা/এ, চট্টগ্রাম ও (৩) বিসিআইসি প্রধান কার্যালয়, বিসিআইসি ভবন, ৩০-৩১ দিলকুশা বা/এ, ঢাকা অফিসে পাওয়া যাবে। দরপত্র খোলার তারিখে দুপুর ১২.০০ মিঃ পর্যন্ত উসমানিয়া গ্রাস শীট ফ্যাক্টরী লিঃ, কালুরঘাট ভারী শিল্প এলাকা, চট্টগ্রাম এর ক্রয় বিভাগে গৃহীত হবে এবং পর পরই দরদাতাদের প্রতিনিধির উপস্থিতিতে (যদি কেহ থাকে) প্রকাশ্যে খোলা হবে। খামের উপরে স্পষ্টাক্ষরে দরপত্র নং ও তারিখ উল্লেখ করতে হবে। দরপত্র খোলার দিন কোন দরপত্র দলিল বিক্রি করা হবে না। অনিবার্য কারণবশতঃ খোলার তারিখে দরপত্র গৃহীত না হলে পরবর্তী কার্যদিবসে যথারীতি একই সময়ে গৃহীত হবে এবং একই নিয়মে খোলা হবে। কর্তৃপক্ষ কোন কারণ দর্শালে ছাড়া যে কোন বা সকল দরপত্র আবেদন বা সম্পূর্ণভাবে গ্রহণ বা বাতিলের ক্ষমতা সংরক্ষণ করেন।

যীত বিকাশ চৌধুরী  
ব্যবস্থাপক (বাণিজ্যিক)  
ব্যবস্থাপনা পরিচালকের পক্ষে

জিডি-১৭৬

## Study in Singapore

Kuala Lumpur  
Bangkok  
Sydney



**HARTFORD INSTITUTE**  
● Diploma in Business Administration  
● Bachelor of Business (Marketing)  
● MBA (Central Queensland University)  
● EMBA (California State University, Hayward)

### SPOT ADMISSION

17 March, 2005  
from 10am - 4pm. at OSCOM Office  
by **Anantha Prakash**  
Raffles Education Network, Singapore

### Raffles Design Institute

Asia's Number one School of Fashion & Interior Design  
Advanced Diploma and Bachelor of Arts in :  
● Fashion Design ● Multimedia  
● Interior Design ● Visual  
● Product Design ● Communication

## OSCOM

Overseas Studies Communication

House # 22/A, Road # 2, Dhanmondi, Dhaka 1205  
Ph: 9662042, 8614476  
Email: [oscom777@yahoo.com](mailto:oscom777@yahoo.com)

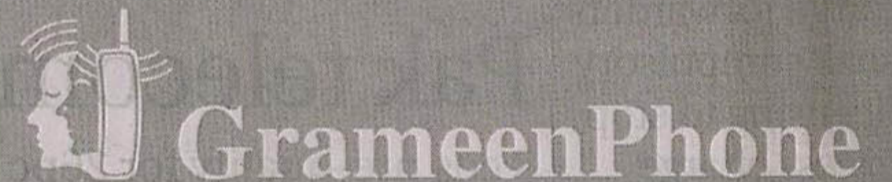
# Spring Festival

Be with us  
to celebrate this spring time

### Connection + Handset

Model	EASY Pre-Paid	GP-National	GP-300	GP-450	GP-Regular	EASY Gold
Nokia 3310	Tk. 3,800	Tk. 4,725	Tk. 5,875	Tk. 6,225	Tk. 7,095	Tk. 7,495
Nokia 3315	Tk. 3,800	Tk. 4,725	Tk. 5,875	Tk. 6,225	Tk. 7,095	Tk. 7,495
Motorola C200	Tk. 4,000	Tk. 4,925	Tk. 6,075	Tk. 6,425	Tk. 7,295	Tk. 7,695
TCL 0510	Tk. 4,100	Tk. 5,025	Tk. 6,175	Tk. 6,525	Tk. 7,395	Tk. 7,795
Alcatel OT153	Tk. 4,100	Tk. 5,025	Tk. 6,175	Tk. 6,525	Tk. 7,395	Tk. 7,795
Sony Ericsson T200	Tk. 4,200	Tk. 5,125	Tk. 6,275	Tk. 6,625	Tk. 7,495	Tk. 7,895
X 150	Tk. 4,500	Tk. 5,425	Tk. 6,575	Tk. 6,925	Tk. 7,795	Tk. 8,195
DBTel 2048	Tk. 4,650	Tk. 5,575	Tk. 6,725	Tk. 7,075	Tk. 7,945	Tk. 8,345
Maxon MX C30	Tk. 4,800	Tk. 5,725	Tk. 6,875	Tk. 7,225	Tk. 8,095	Tk. 8,495
TCL 3188M	Tk. 5,000	Tk. 5,925	Tk. 7,075	Tk. 7,425	Tk. 8,295	Tk. 8,695
Panasonic A100	Tk. 5,300	Tk. 6,225	Tk. 7,375	Tk. 7,725	Tk. 8,595	Tk. 8,995
Alcatel OT320	Tk. 5,700	Tk. 6,625	Tk. 7,775	Tk. 8,125	Tk. 8,995	Tk. 9,395
Sony Ericsson T105	Tk. 5,800	Tk. 6,725	Tk. 7,875	Tk. 8,225	Tk. 9,095	Tk. 9,495
Samsung SGH P220	Tk. 6,000	Tk. 6,925	Tk. 8,075	Tk. 8,425	Tk. 9,295	Tk. 9,695
Nokia 1100	Tk. 6,299	Tk. 7,224	Tk. 8,374	Tk. 8,724	Tk. 9,594	Tk. 9,994
Sagem MY X2	Tk. 6,550	Tk. 7,475	Tk. 8,625	Tk. 8,975	Tk. 9,845	Tk. 10,245
Siemens M55	Tk. 6,800	Tk. 7,725	Tk. 8,875	Tk. 9,225	Tk. 10,095	Tk. 10,495
Nokia 2300	Tk. 7,200	Tk. 8,125	Tk. 9,275	Tk. 9,625	Tk. 10,495	Tk. 10,895
Motorola C350	Tk. 7,600	Tk. 8,525	Tk. 9,675	Tk. 10,025	Tk. 10,895	Tk. 11,295
Siemens C65	Tk. 8,250	Tk. 9,175	Tk. 10,325	Tk. 10,675	Tk. 11,545	Tk. 11,945
Sagem X 3-2	Tk. 8,295	Tk. 9,220	Tk. 10,370	Tk. 10,720	Tk. 11,590	Tk. 11,990
Nokia 3120	Tk. 9,800	Tk. 10,725	Tk. 11,875	Tk. 12,225	Tk. 13,095	Tk. 13,495
Mitsubishi M 750	Tk. 11,100	Tk. 12,025	Tk. 13,175	Tk. 13,525	Tk. 14,395	Tk. 14,795
Samsung X 600A	Tk. 13,300	Tk. 14,225	Tk. 15,375	Tk. 15,725	Tk. 16,595	Tk. 16,995
Nokia 3220	Tk. 14,150	Tk. 15,075	Tk. 16,225	Tk. 16,575	Tk. 17,445	Tk. 17,845
Xplora 688	Tk. 23,753	Tk. 24,678	Tk. 25,828	Tk. 26,178	Tk. 27,048	Tk. 27,448

- 2 copies of passport size photographs should be submitted at the time of purchase
- All prices include taxes & levies
- Post-Paid connection activation time minimum 72 hours



## Career Opportunity

By a Company known for excellence in the field of Information and Communication Technology

### 1. Manager Distribution

Ideal candidates should conform to the following requirements:

- Working experience in sales target management, product distribution management, Distribution channel creation, sales monitoring and managing field sales force & channel will be given preference.
- A high degree of self-motivation and a proven capacity for initiative and high level decision making.
- Proven managerial working experience in a renowned consumer product/consumer electronics Company.
- Knowledge in Mobile Phones, Telecommunication and IT industry would be a plus point.
- Top class leadership qualities with pleasing Marketing & Sales personality to make him acceptable to a large number of field forces including few managers of different levels.
- Capability to meet business targets and maintain the agreed profitability targets of the Company.
- Excellent verbal and written communication skills in English.

### Academic Qualification

Should be MBA/Engineering/Masters degree in any discipline with good academic background. Minimum 3-5 years sales and marketing experience in consumer electronics. IT sector is preferable.

### 2. Sales Executive

Ideal candidates should conform to the following requirements:

- Smart, energetic, highly motivated, target oriented, aggressive and self driven;
- Capable to achieve challenging sales and growth expectations;
- Capabilities to influence client/customer;
- Report to immediate superior on a daily basis on sales achievement;
- Willingness to achieve sales target and to work under pressure;
- Having some computer knowledge like MS Word, Excel, PowerPoint;
- Excellent verbal and written communication skills in English.

### Academic Qualification

Should be BBA/Masters degree/Diploma in Computer Science or in any discipline. Minimum 3-4 years working experience in sales in any reputed IT company is preferable.

### 3. Network Consultant

Ideal candidates should conform to the following requirements:

- Working experience on Designing, implementation and installation of Ethernet/Switching/ATM/TCP/IP based LAN/WAN;
- MCSE/CNE or CCNA/CCDA/CCNP or UNIX certified engineer will be preferred;
- Can meet task deadlines, ability to work in a team environment.
- Can analyze and resolve problems associated with servers and clients stations;
- Responsible for creation and configuration of domains;
- Responsible for taking regular backup of data files to ensure data security & integrity;
- Responsible for documents and maintain the entire network structure;
- Responsible for developing plans and implement the overall strategic goals of an organization's network system, evaluate and recommend new structure;
- Excellent verbal and written communication skills in English.

### Academic Qualification

Should be M.Sc./B.Sc. in Electrical and Electronics Engineering or Computer Science with good academic background and with 3-4 years experience in Network Technology and ICT Industry.

### 4. Systems Engineer (Network and Server)

Ideal candidates should conform to the following requirements:

- Can install and troubleshoot UNIX, Windows NT, Windows 2000 etc.;
- Can fix Midrange Servers, PC Servers, PCs, Network Printer
- hardware problems independently;
- Working experience on implementation and installation of Ethernet/Switching/ATM/TCP/IP based LAN/WAN;
- MCSE/CNE or CCNA or UNIX certified engineer will be preferred;
- Capability to communicate in English;
- Can meet task deadlines, ability to work in a team environment.

### Academic Qualification

Should be M.Sc./B.Sc. in Electrical and Electronics Engineering or Diploma in Computer Science with good academic background and with 3-4 years experience in Network Technology and ICT Industry.

### 5. Systems Engineer (PC, Printer, UPS)

Ideal candidates should conform to the following requirements:

- Knowledge of PC, Printer, UPS, Multi-Media, Fax-Modem installation and troubleshooting independently;
- Knowledge of DOS, Windows XP, Microsoft Office, Adobe PhotoShop etc.;
- Can meet task deadlines, ability to work in a team environment;
- Excellent verbal and written communication skills in English.

### Academic Qualification

Should be M.Sc./B.Sc./Diploma in Electrical and Electronics Engineering or Computer Science with good academic background and with 2-3 years experience in Network Technology and ICT Industry.

### 6. Commercial Executive

Ideal candidates should conform to the following requirements:

- Must have practical knowledge on Indenting;
- Should be capable to deal with all import related matters like correspondencing with the foreign manufacturer/traders and their local agents for import;
- Should have proven experience in preparing banking documents and opening L/C;
- Should be capable to follow-up shipment and L/C matters etc. independently;
- Should be good in English speaking and pleasant personality.

### Academic Qualification

Should be Masters in Accounting/Finance/Commerce and with 3-4 years experience.

### 7. Office Peon

Ideal candidates should conform to the following requirements:

- Should have pleasure personality with good communication skill.

### Academic Qualification

Should be HSC and with 2-3 years experience.

### 8. Secretary cum Computer Operator

Ideal candidates should conform to the following requirements:

- To handle all sorts of secretarial requirement and personal affairs;
- To keep files updated;
- Maintain liaison between all the departments;
- Drafting memos, letters and meeting minutes etc.;
- To handle all routine correspondence;
- To attend, screen all queries and calls coming from outside over telephone;
- To maintain confidentiality;
- Should be intelligent, confident, self motivated and dynamic;
- Willingness to work under pressure;
- Should be familiar with MS Office with typing speed minimum 40WPM;
- Should be good in English speaking and listening.

### Academic Qualification

Should be Masters/Bachelor degree in any discipline and with 3-4 years experience.

### 9. Receptionist cum Telephone Operator

Ideal candidates should conform to the following requirements:

- To manage front desk personal and impersonal contacts;
- To Ensure proper handling of all incoming phone calls, direct the call to the correct person or take accurate messages;
- To Greet the incoming visitors and assist them accordingly;
- To Keep a log of daily visitors and direct them in the office;
- To distribute incoming mail with keeping record;
- To maintain confidentiality;
- Should be good in English speaking and should have pleasant personality.

### Academic Qualification

Should be Masters/Bachelor degree in any discipline and with 3-4 years experience

Interested candidates are requested to send their application along with Resume and a recent passport size photograph addressed to the Deputy Manager, Admin. & Logistics to the following address within March 21, 2005.