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## The City Bank Limited

HR Division

Head Office : 10 Dilkusha C/A, Dhaka-1000

### RECRUITMENT OF ENGINEER

The City Bank Ltd., a renowned private sector Banking Company of the country, having its Head Office at Jibon Bima Tower, 10, Dilkusha C/A, Dhaka-1000 invites application for Recruitment of 2(two) posts of 'Sub-Assistant Engineer'. Details are given below:

Name of Post : Sub-Assistant Engineer.

Number of Post : 02 (1 Civil & 1 Electrical).

Position : Senior Officer.

Nature of Job : Temporary.

Educational Qualification : Diploma in Engineering, from a Government Polytechnic Institute.

Age limit : 28 to 35 years.

Salary : 17,750/- approx. (negotiable).

Experience : Minimum 5(five) years experience in construction of multistoried buildings. Applications must contain certificate of experience from employer mentioning specific responsibilities/ jobs performed in the project. Applicants must have proper experience in estimating (quantity survey) of projects/ works.

Instructions to Apply :

Please send your resume with 2 (two) copy recent photographs to the following address. Head of HR Division, The City Bank Limited, HR Division, Head Office, Jibon Bima Tower, 10 Dilkusha C/A, Dhaka-1000.

Application Deadline : 15-02-2007.

Head of HR

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E-mail: nafgroup@intechworld.net

Chittagong Office : House -126, Road -01  
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Month	Dates	Listening	Reading
February	15/02/07	✓	✓
	01/03/07	✓	✓
March	22/03/07	✓	✓

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- Conditions apply

For more information, contact us:

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**Great Opportunity for School Leavers with HSC Qualifications**  
Seagull School of Hotel Management approved by Bangladesh Technical Education Board is offering following courses (360 hours in 6 months)



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Front Office-Theory and Practical	Tk.30,000/-
House Keeping-Theory and Practical	
Food and Beverage (Service)-Theory and Practical	
Food and Beverage (Production)-Theory and Practical	Tk.42,000/-

The faculty consists of both local and foreign lecturers with wide experience in Hotel Management in Asia and Europe. If you wish to proceed with a lucrative career in the fast growing hotel industry please send your application immediately. Class will start from 10th February, 2007. The theoretical and practical classes will be held in Seagull, which is a well-known 5 star hotel in Cox's Bazar and in White House Hotel, a popular 3 star hotel in Dhaka. The students who would be completing the courses with credit passes will have the chance of getting employment within the hotel at the end of the course or qualify to seek employment abroad.

Please fax, e-mail or post your application with Bio-Data.

### Cox's Bazar Campus

Principal  
Seagull School of Hotel Management  
Seagull Hotels Ltd.  
Hotel Motel Zone, Cox's Bazar

### Dhaka Office

Principal  
Seagull School of Hotel Management  
White House Hotel  
155, Shantinagar, Dhaka-1217  
Tel: 8322973-6, Fax: 880-2-8317726



### MRS

Industries Ltd. an associate Company of BRB Group engaged in production of Plywood & Particle Board is inviting applications for the following post from hard working, energetic & young Bangladeshi nationals for marketing of their Plywood & Particle Board Products.

#### Manager Marketing :-

##### Requirements:

- Masters with good academic background in any discipline/M.Com. (Marketing/ Management/ Economics) /MBA from a reputed university.
- At least 5 to 7 years experience in the related field.
- Proven ability to manage the team of Marketing People.
- Smart, well groomed.
- Age should be within 35 years
- Proficient in English & Bangla, both spoken & written.
- Good Communication, Inter-personal skills.
- Hard working and Ambitious.
- Must be Computer Literate.
- Be able to Travel extensively.

#### Marketing Officer :-

##### Requirements:

- Masters with good academic background in any discipline/M.Com. (Marketing/ Management/ Economics) /MBA from a reputed university.
- At least 3 to 5 years experience in the related field.
- Proven ability to manage the team of Marketing People.
- Smart, well groomed.
- Age should be within 30 years
- Proficient in English & Bangla, both spoken & written.
- Good Communication, Inter-personal skills.
- Hard working and Ambitious.
- Must be Computer Literate.
- Be able to Travel extensively.

The Company offers an attractive pay with good prospect career advancement and an excellent work place environment. Interested candidates who fulfill the requirements should submit their applications with bio-data along with 3 (three) copies recent passport size photograph mentioning contact no. and expected salary by 12th February, 2007 address to **Managing Director, MRS Industries Ltd., BSCIC Industrial Estate, Kushtia**.

N.B. • Preference will be given to the candidates who has good performance in marketing of plywood & particle board or related field.  
• The candidates who will be selected for appointment shall have to be join immediately after issue of appointment letter.  
• The management reserve the right to change or cancel the advertisement.



## MRS Industries Ltd.

BSCIC Industrial Estate, Kushtia-7000, Bangladesh

Tel: 071-62263, Fax: 880-71-73634,

e-mail: mrskst@btb.net.bd, www.mrskst.com

## Jobs in Education Management

Victoria University, Melbourne, Australia is a state owned university with over 50000 students at its Melbourne and offshore campuses. Its Dhaka Study Centre has been offering one of the most prestigious MBA Programmes in the country since April 2001. The MBA Programme unit in Dhaka has the following vacancy to be filled in immediately:

### Position: Senior Officer, Programme Planning & Promotion

#### Responsibilities:

- Organizing and coordinating MBA Programme activities with Melbourne office
- Carrying out PR and promotional activities
- Maintaining close relations with corporate clients

#### Qualifications:

- Honours and/or Masters degree from a reputed university
- Minimum 3 (three) years experience, preferably in institutional sales, public relations or marketing with reputed organization(s)

### Position: Student Relations Officer

#### Responsibilities:

- Providing support to students and faculty members
- Maintaining students records
- Communicating with corporate clients

#### Qualifications:

- Honours and/or Masters degree from reputed universities
- Minimum 1 (one) year experience, preferably in customer relations, student advising, education administration or public relations

### Position: Officer, Library & Information

#### Qualifications:

- Diploma/ Bachelor/ Masters in Library & Information Science
- Minimum 1 (one) year experience in library works with a reputed institution
- Candidates having degree (honours/ masters) in other discipline may be considered if they have substantive relevant experience

For all positions a good hands on experience in MS Office and excellent interpersonal skills (particularly English language proficiency) are essentials. An excellent work environment and competitive compensation packages await the right candidates.

#### How to Apply ?

Only short listed candidates will be contacted for interviews. Candidates applying for more than one position will automatically be disqualified. Interested candidates are requested to submit detailed resume and a recent passport size color photograph by February 10, 2007 to:

The Senior Officer, Admin & HR, Victoria University (Australia), Dhaka Study Centre, House # 55, Road # 4/A, Dhanmondi, Dhaka-1209

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