

শেরেবাংলা কৃষি বিশ্ববিদ্যালয়

শেরেবাংলা নগর, ঢাকা-১২০৭

দরপত্রের সংশোধনী বিজ্ঞপ্তি

প্রাপ্ত মুদ্রণ/প্রক্রিয়া/০১/০৮  
১২/০১/০৮ তারিখে দেখাই স্টার এবং ১২/০১/০৮ তারিখে সৈনিক ইন্ডেক্স এক্সিপিয়েটর মুদ্রণে সুন্দর বিশ্ববিদ্যালয়ের একটি কল্পনার এবং স্বত্ত্বান্তরের বিজ্ঞপ্তি মুদ্রণ করা হচ্ছে।• সর্বান্ব সিন্ডিকেল বিজ্ঞপ্তির মুদ্রণ তারিখ ১২/০১/০৮ হতে সমিত হয়ে ১২/০১/০৮ তারিখ করা হচ্ছে।  
• সর্বান্ব একাধিক সর্বান্বের মুদ্রণ ১২/০১/০৮ তারিখ সম্মত ১২.৩০ মিনিট পর্যন্ত।  
বিজ্ঞপ্তি একাধিক সর্বান্বের অন্যান্য বিষয় ও শর্তব্যের অপরিবর্তিত থাকবে।মোঃ আকবর আলী  
টেলিফোন  
ফোনিং-৬২৯

## JOB OPPORTUNITY

A reputed foreign company invites application for the following positions :

## 1. Lab Analyst :

Office location: Dhaka.

Requirements: 1. B. Sc. (Hon's) with Chemistry.  
2. Must have good English skill and knowledge.  
3. Good academic background.

## 2. Lab Assistant :

Office location: Dhaka.

Requirements: 1. B. Sc. (Pass) with Chemistry.  
2. Good academic background.

## 3. Administrator (Computer Operator) :

Office location: Dhaka.

Requirements: 1. B. Sc. / B. Com.  
2. Must have experience in Computer Operating on MS-Office.  
3. Must have good English skill and knowledge.

## 4. System Administrator :

Office location: Dhaka.

Requirements: 1. Graduate.  
2. Must be an MCP Certified.  
3. Basic Knowledge on Oracle Environment.  
4. 2 years experience on Windows Network Administration.  
5. Should submit all relevant copy of certificates.

Successful applicants will be offered competitive salary and other benefits as per company's rule.

Please send your application along-with detailed CV and 2 copies of recent passport size photographs by 12th March, 2007 to HRD, GPO Box # 197, Dhaka-1000.

N.B.:  
1) Please write down the name of the post on the envelope.  
2) Only the short listed candidates will be called for interview.

## JOINT VENTURE/SALE

Attached with Rajuk Ultara 5 No. Sector, 10 Khata Land with Road, gas &amp; electricity is ready for sale / joint venture. Please Contact: 01914890343, 01713025492

## Accounting Tuition

A/O level Accounting Single/Batch, dropout and weak Students specially encourage. Shawon: M.Com (D.U) (Acc.) House # 55, Road # 02, Old DOHS, Banani, Tel: 8711858, 01818229801

টেলিফোন

পাওয়ার গ্রুপ কোম্পানী অব বাংলাদেশ লিঃ  
POWER GRID COMPANY OF BANGLADESH LTD.

(An Enterprise of Bangladesh Power Development Board)

Red Crescent Concord Tower, 17, Mohakhali C/A, 6th Floor, Dhaka-1212, Bangladesh.

No. 01/PGCB/Sec/2007/59

Date: March 01, 2007

## NOTICE OF TIME EXTENSION

of  
Closing Date for Submission of Bid  
for

Design-Build and Turnkey Contract for Construction of 132/33kv Substation at Niamatpur [Contract No. PGCB/NN/02]

Ref: Memo No.: 01-PGCB/Sec/2007/35, dated: January 08, 2007.

Closing date for submission of Bids for the above contract is hereby extended from 11:00 am Bangladesh Standard Time on March 12, 2007 to 11:00 am Bangladesh Standard Time on March 25, 2007.

All other terms and conditions of the bid document for the above contract shall remain unaltered.

(Mohammed Salim)  
Company Secretary  
PGCB

## LEGAL NOTICE

In the Supreme Court of Bangladesh

High Court Division

(Statutory Original Jurisdiction)

Matter No. 20 of 2007

In the Matter of:  
An application under section 12 and 13 of the Companies Act, 1994.

MEGHNA BANGLADESH LIMITED, 187-188/B, Tejgaon Industrial Area, Dhaka, Bangladesh

—PETITIONER

The Registrar, Joint Stock Companies and Firms of Bangladesh, 24-25, Dilkusha Commercial Area, Dhaka-1000.

—RESPONDENT

Notice is hereby given that upon an application filed by the Petitioner MEGHNA BANGLADESH LIMITED under Section 12 and 13 of the Companies Act, 1994 for obtaining permission for alteration and addition of the Memorandum of Association of MEGHNA BANGLADESH LIMITED, the Company Bench of the Hon'ble High Court Division of the Supreme Court of Bangladesh presided over by Mr. Justice Shamim Hasnain was pleased to admit the same on 11.02.2007 and fixed the matter for hearing on 15.03.2007.

If any one is interested to oppose the said application he may do so by an Advocate or in person. Copy of the same may be obtained from the undersigned upon payment of prescribed fees.

SK. YEAD ALI, Advocate, Supreme Court of Bangladesh  
and  
S.K. SIKDER, Advocate, Supreme Court of Bangladesh  
Room # 1603, 16th Floor, 28, Dilkusha C/A, Dhaka  
Phone: 9559971, 7169318

## SALE

Sports CAR (Supra) 90, 2000CC, all option, Power Staring, Music player, Paper update, Self drivin, Price 6,20,000/-

Mobile: 01714-034841



## VACANCY ANNOUNCEMENTS

An International Organization is seeking applications for positions its office at Dhaka. The Organization is working on various developmental issues.

## 1. Job Title: National Program Officer (1 position at Dhaka with field trips to different districts)

**Key responsibilities:** This is a management position. S/he will be responsible for the implementation and reporting of the project, and will be accountable to the Regional Representative and to the Project Implementation Unit (PIU). S/he will maintain and consolidate the linkages of direct communication and coordination with all the involved ministries as well as with the partner NGOs on functional issues in order to ensure timely and smooth implementation of all project activities. A minimum of 5/8 years relevant experience in the area of social development with a focus on human trafficking is required. Good computer skills and strong writing and speaking capacity in English are essential for this position.**Education:** Minimum Masters Degree in Business Administration, Management, Social Science, Political Science.**Duration of the Contract and Remuneration:** One-year fixed-term job contract with possibilities of extension. The remuneration will be according to UN NO-B/C level subject to incumbent's expertise and experience.

## 2. Job Title: Project Coordinator (2 positions at Dhaka with field trips to different districts)

**Key Responsibilities:** The incumbents will ensure documentation of all the activities in the project using available or created formats related to any activity relevant in relation to the documentation of the progress of the project. Take initiatives that improve and maintain the linkages to all the involved NGOs. Supervise and monitor the staff of the selected NGOs and field level activities to achieve the best outcomes from the implementation of stipulated activities. Should be able to work independently and take required responsibility. A minimum of 3/4 years relevant experience in the field of human trafficking is required. Good computer skills and strong writing and speaking capacity in English are essential for this position.**Education:** Minimum Masters Degree in Business Administration, Social Welfare, Management, Political Science, Development Studies.**Duration of the Contract and Remuneration:** One-year fixed-term job contract with possibilities of extension. The remuneration will be according to UN G-6/7 level subject to incumbent's expertise and experience.

## 3. Job Title: Finance Officer (1 position at Dhaka with field trips to different districts)

**Key Responsibility:** The incumbent will be responsible for the maintenance of all accounts of the project in accordance with the Organization's financial rules and regulations. S/he will ensure proper financial and administrative practices. S/he will initiate correspondence and coordinate activities with partner NGOs. S/he will ensure implementation of financial policy and will provide general administrative assistance and maintain routine and confidential correspondence files/documents with partners. S/he will also be responsible to check bills, vouchers, maintain appropriate books of account and initiate timely payment to partners. S/he will monitor and recommend partners for keeping proper books of account. A minimum of 5/8 years relevant experience is required. Good computer skills on Microsoft Word and Excel and writing and speaking capacity in English are essential for this position.**Education:** Minimum Post Graduation degree from a recognized University in Accounting, Management or Business Administration.**Duration of the Contract and Remuneration:** One-year fixed-term job contract with possibilities of extension. The remuneration will be according to UN G-5/6 level subject to incumbent's expertise and experience.

## 4. Job Title: Project Assistant (1 position at Dhaka with field trips to different districts)

**Key Responsibilities:** Assist Organization's team staff to implement different activities of the project. Work closely with project staff in relation to the documentation of the progress of the project. Assist Project Coordinator to supervise and monitor the staff of the selected NGOs and field level activities to achieve the best outcomes from the implementation of stipulated activities. Should be work in a team and take required responsibility whenever necessary. A minimum of 2/3 years relevant experience in the field of human trafficking is required. Good computer skills and strong writing and speaking capacity in English are also required for this position.**Education:** Minimum Graduation/Master Degree from Management, Business Administration, Economics, Development Studies.**Duration of the Contract and Remuneration:** One-year fixed-term job contract with possibilities of extension. The remuneration will be according to UN G-4/5 level subject to incumbent's expertise and experience.**Application with CV and recent passport size photograph for all the above positions should be submitted to box no. A\_34 C/O The Daily Star, 19 Karwan Bazar, Dhaka-1212, on or before 12 March 2007. Please indicate the post applied for on the top of the envelope.**Palmal  
Group of Industries

## Immediate Appointment

**Palmal Group**, one of the leading and fast growing 100% export oriented apparel business conglomerates in Bangladesh offers rewarding career growth opportunities for person / persons who are proactive, committed and result oriented to work in its Corporate Head Office & Factory :-**1. Director Administration:** Should be masters degree holder with at least 08 years experience in general administration of a reputed group of garments or textile industries. Persons with the rank of retired Lt. Colonel and above with similar experience may also apply.**2. Head of HRD:** Incumbent should have at least masters degree in any discipline with 10 years experience in a similar position of Human Resources Management (HRM) of a reputed garments or textile industry. Preference will be given to persons having a degree in HRM and work experience in HRD in a multinational company.**3. GM/ DGM Factory:** Incumbent should have at least bachelor degree with at least 8 years experience in production management of a large knit based factory handling more than one thousand workers. Knowledge about labor law, time study compliance issues and cost management is essential.**Deputy General Manager (Admin & Compliance/ HRD/ Production/ Merchandising):** The incumbent should have at least bachelor degree with a minimum of 08 years experience in the relevant field in a reputed and large group of garments industries.**Manager (Admin and HRD/ Factory/ Production/ Merchandising):** The incumbent should have at least bachelor degree with a minimum of 08 years experience in the relevant field in a reputed and large garments group of industries.**Legal Adviser:** Should have L.L.B degree with at least 7 to 8 years experience in handling and advising on legal matters of a reputed group of garments industries with large works force.**Security Officer/ Manager:** The candidate should be at least retired Habilder/ Sergeant/ Warrant officer for security officer and Naib Subberd or above for security manager with at least 5 to 7 year's service experience in a large group of garments or textile industries.

Interested candidates may send their detail C.V. a recent P.P. size color Photo to HRM Department, Palmal Group, Corporate Head Office, House # 16, Road # 30, Gulshan-1, Dhaka-1212; on or before March 17th, 2007.



Concern Worldwide is a non-governmental, international, humanitarian organization dedicated to the reduction of suffering and working towards the ultimate elimination of extreme poverty in the world's poorest countries.

Our Mission is to enable absolutely poor people to achieve major improvement in their lives which are sustainable without ongoing support from Concern.

Today in partnership with local and international organisations, Concern engages in long term development work, responds to emergency situations, and seeks to address root causes of poverty through advocacy in our health, education and livelihoods security programmes.

Concern worldwide is moving into an exciting new phase in our work in Bangladesh. We are looking for dynamic and motivated individuals to work with us: tackling poverty using innovative approaches and strong partnerships. Join us to make a difference in Bangladesh.

## ACCOUNTS OFFICER – PAYROLL AND PROVIDENT FUND — 01

This position will be based at Dhaka head office.

## Main Roles and Responsibilities of the position:

- Prepare monthly payroll for staff employed by Concern.
- Maintain Payroll related documentation so full audit trail available.
- Transfer documents for monthly salary, benefits and bonuses according to organizational policy.
- Maintain full records for audit trail of all Provident Fund transactions.
- Review and recommend paying staff medical reimbursement requests as per organizational policy.
- Assist to mitigate all agreed findings from auditors and other related authorities.

## Requirements:

- CA course completed.
- Minimum 2 years working experience as an accountant.
- Working experience in preparing payroll will be given preference.
- Excellent interpersonal, communication and facilitation skills.
- Should have computer literacy and good command over English (verbal and written).

## TRAINING AND DEVELOPMENT OFFICER — 01

This position will be based at Dhaka head office.

## Main Roles and Responsibilities of the position:

- Assess the training need of different programme/ project/individuals.
- Analyse the staff performance and development review and make recommendations to address the development needs.
- Prepare the annual training plan following the organizational guideline.
- Develop the training courses, materials and conduct the training programmes as required.
- Establish and maintain a network with external organizations/training institutions/ training service providers.
- Follow-up the training programmes and staff development and make recommendations for further improvement.

## Requirements:

- Masters in social science.
- Minimum 3 years working experience in the training and development management.
- Received the training of Trainers (TOT).
- Working experience in performance management.
- Excellent interpersonal, communication and facilitation skills.
- Should have computer literacy and good command over English (verbal and written).

**We particularly encourage female applicants for all of these positions**

We offer: An excellent working environment with a competitive salary and a challenging career progression opportunity.

How to apply: If you meet the above requirements for any of the above positions, please send a resume together with a covering letter indicating the position you are applying for and why you think you are a suitable candidate for the position, a copy of a recent passport size photograph and names and addresses of three referees by 15 March 2007 to: Human Resources Department, Concern Worldwide Bangladesh, G.P.O. Box: 650, Dhaka - 1000.

Please mark the envelope with the position applied for. Any canvassing will result in the withdrawal of an application. Due to the volume of applications, only short listed candidates will be called for interview.

Concern values diversity in the workplace and is a committed equal opportunity employer. We encourage applications from all suitable candidates regardless of gender, race, or marital status, ethnicity, age, sexual orientation, disability, class, caste or religion.

For more details on Concern's work visit Website: [www.concern.net](http://www.concern.net)