

## VACANCY ANNOUNCEMENT

UNFPA Bangladesh Country Office invites applications from the eligible candidates for the following position:

**Position:** : Driver  
**Job Type:** : Fixed Term  
**Duty Station:** : Dhaka with frequent Field Visit

The driver will work under the direct supervision of the Administrative Associate and the incumbent will be responsible to perform the following duties:

**Duties:**  
The driver will be responsible to drive office vehicles for authorized personnel and delivery and collection of mails, documents and other items. Meets official visitors at airport and facilitates immigration and customs formalities if required. She will be responsible for the day-to-day maintenance of the assigned vehicle, checks oil, water, battery, brakes, tires etc. performs minor repairs and ensures that the vehicle is kept clean, will log official trips, gas consumption, oil changes, greasing etc. Ensures that the steps required by rules and regulations are taken in case of involvement in any accident. While in office, the person will handle mail/photocopy fax/clearing out trays etc. Details of work responsibilities will be discussed with short listed candidates during oral interview.

### Qualification and Competencies:

Class-VIII passed, having a valid driving license, Knowledge of driving rules and regulations and skills in minor vehicle repair. 5-10 years' of work experience as a driver with safe driving record, preferably in UN/International organizations. Ability to communicate in English is essential. Maximum age limit is 45 years.

Interested candidates are requested to apply along with a detailed CV/PI form and a passport size photograph on or before 12 June 2007 to the Representative, UNFPA Bangladesh, IDB Bhaban (15<sup>th</sup> Floor), E/8-A Rokeya Sharani, Sher-e-Bangla Nagar, Dhaka-1207.

## BUSINESS & SOCIETY

Organized by: Southern University Bangladesh  
Theme: Business with honesty & dignity for the development of society

We have the pleasure to invite you to participate in Business & Society Conference 2007, seeking proposals for dynamic presentations, demonstration projects and case studies from different professionals in various fields suitable for the conference and for publication in the JOURNAL OF BUSINESS AND SOCIETY (JBS) 2007; volume 6; ISSN 1815-3291. The conference theme is "Business with honesty & dignity for the development of society." We consider this conference an integral part of our service to the people belonging to different professions in the country. The Conference will be held in Chittagong on the 19 July 2007. The deadline for submission of full paper is May 31, 2007.

**Conference Chairman**  
Business & Society Conference 2007  
Southern University Bangladesh  
Academic Building II  
22 Shohid Mirza Lane (E) Mahidbag Road,  
Chittagong, Bangladesh.

Tel: (88 031) 285 1336-9; 626744; Fax: (88 031) 285 1340  
E-mail: southern@southern-bd.info; www.southern-bd.info

## Victoria University of Bangladesh

**MBA (Regular)** TK. 1,00,000/-

**Dean: Prof. Dr. Ameeruz Zaman Khan**  
B.Com (Hons), M.Com (DU), MBA (Indiana, USA)  
Ph.D. (BS, RU)  
Faculty of Business & Management

### Special Waiver

- 100% tuition fee waiver for CGPA 5.00 in both HSC & SSC.
- 75% tuition fee waiver for CGPA 4.5 or equivalent in both HSC & SSC.
- 50% tuition fee waiver for CGPA 4.1 or equivalent in both HSC & SSC.
- 25% tuition fee waiver for CGPA 3.1 or equivalent in both HSC & SSC.
- 15% tuition fee waiver for CGPA 3.1 or equivalent in HSC or SSC.
- 10% additional tuition fee waiver for female/tribal/spouse/sibling.
- Special waiver based on semester results.

Admission office open everyday  
Last date of admission 30 May, 2007

### Special Features

- All MBA teachers are Ph.D. holders.
- Excellent job opportunities.
- Convenient evening class hours
- Visiting foreign faculties
- Modern Computer lab with Internet facility.

### OTHER PROGRAMS

PROGRAMS	TUITION FEES (in Taka)
BBA	1,70,200/-
BTMM (Bachelor of Tourism & Hospitality Management)	1,85,320/-
B.A (Hons) in English	94,600/-
M.A. in English (1-year)	34,150/-
M.A. in English (2-years)	50,500/-

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