

## OFFICE SPACES FOR RENT @ GULSHAN

3rd, 4th, 5th & above floors, each floor 5500sqft @ Gulshan-1, lift, car parking, etc. available for office purpose rent. Foreign organisations, multi-national companies, NGOs, TV Channels, Insurance Co, Diagnostic Centre. Contact: 01711523633, 01819250055, 9895098, 9895867. C-1391

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## FLAT FOR SALE

1620sqft at Elephant Rd, 55, Laboratory Rd, Dhaka. Mobile-01726650920 C-1390

## To-Let

Modern Apartment at 2nd Floor, 35-A, Road-27, Dhanmondi with 3-bed, 1-study, 4-bath, 4-veranda & foyer ready to let. Please contact: 01713043123, 01716549584 C-1392

## Free IELTS Partial Mock Test!

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## OFFICE TO LET AT DHANMONDI

At Dhanmondi 1st floor 6,000 sqft, 2nd floor 6,000 sqft, each floor having 9/10 big rooms, hall room, conference room with all modern facilities including car parking space. Suitable for Office, NGO, University and other Organisations. House No. 320, Road 8/A (new), 15 (old), Dhanmondi. Phone: 8115728, 9125699, 01714-053700, 01711-540247

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1/12 (2nd Floor) Block-C, Lalmaia, Dhaka. Tel: 8158612  
01199121331, 01711-909466, 01714-110588 (Sythet)

## HURDCO International School (HIS)

## Admission for 2007-2008 Session Play Group to 'A' Level

Application forms are available for all sections from the admission office.

Admission test will be conducted on the spot. The last date of submission of the admission form is 5th July 2007.

## HURDCO International School

Ka-19/1, Bashundhara Main Gate, Bashundhara, Dhaka-1229, Bangladesh  
Ph- 8823240, 9886812, E-mail: hurdcointernational.com, Web: www.hurdcointernational.com

## ADMISSION FOR H.S.C

ST. JOSEPH HIGHER SECONDARY SCHOOL  
97, Asad Avenue, Mohammadpur, Dhaka-1207, Tel: 9112917  
Admission forms will be given out from June 18th to June 25th from 9:00 AM to 1:00 PM on working days. Candidates/guardians need to bring with them the following:

1. Original SSC admit card (will be returned)
  2. 2 copies of Passport size recent photos
  3. Cash taka 100/-
- Grades required for Science group GPA 4 and above (English and Bengali Medium)  
• Business Studies GPA 3 and above • Humanities GPA 2.5 and above  
NB: 1. All Science group students must have studied higher Maths. in SSC  
2. No one will be allowed to take Biology, if he did not have Biology in SSC  
Principal

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## Flat / Shop / Office / Plot for Booking / Sale

Dhanmondi: 1632-3235 sqft.  
Eskaton: 1250-1385 sqft.  
Uttara: 1140-1355 sqft.  
Shantinagar: 1565-1895 sqft.  
Wari: 1600-1665 sqft.  
Beshundhara: 1405-1700 sqft.

Office: 990-5300 sqft.  
Shop: 68-1450 sqft.  
Plot: 2.5, 3 & 5 Katha  
Please Contact:  
017175087559, 01714338746

## TEACHERS &amp; STAFF WANTED

Applications are invited from bonafide candidates for the fol. subj. Teacher & staff.

- ENGLISH • OFFICE ASSISTANT
- Educational Qualification: Honours and Masters in relevant discipline preferably with 'O' & 'A' level background/teaching experience in English medium school & college.
- Candidates (Subject teachers) must be capable of taking 'O' level or senior classes.
- Office Asst. preferably graduate computer literacy & experience is desirable.
- Candidates having third div/class in any exam need not apply.
- Candidates must be practising Muslims.
- Salary as per service rule.

Application with certificates along with 02 copies of recent P.P. size photographs and a pay order of Tk. 200/- in favour of Islami Bank Int'l School & College should reach to the undersigned by 05 July 07. Name of the subject & post applied for must be marked on the top of the envelope. Written test & interview will be held on 07 July 07 at 3:00 pm. Principal

ISLAMI BANK INTERNATIONAL SCHOOL & COLLEGE  
147 Green Road, Dhaka - 1205. Phone # 8126323

Islami Bank Bangladesh Limited  
Information and Communication Technology Division  
9th Floor, IB Tower, 40 Dilkusha C/A, Dhaka-1000

## Tender Notice for supplying networking accessories

Sealed quotations are invited from bonafide Manufacturer/ Local Agent/ Dealer/ Distributor/ Supplier of networking accessories (Switch, Patch Panel, Rack, Cable, Connector, Face plate, Dehumidifier, Temperature & Humidity meter, Raised Floor, Access control system etc.) with other related equipments. Detailed particulars and specifications of the work are available in the Tender Schedule which can be obtained from the office of the undersigned during the office hours from 21-Jun-2007 to 02-Jul-2007 up to 3:00 pm at a cost of Tk. 500 (no-refundable) through pay Order in favor of Islami Bank Bangladesh Limited. The quotations will be dropped at the tender Box at the above address from 21-Jun-2007 to 02-Jul-2007 up to 3:00 pm. which will be opened on 02-Jul-2007 at 3:15 pm in presence of the tenderers or their representatives, if any.

Islami Bank Bangladesh Limited reserves the right to accept or reject any tender, proposal, partially or wholly without assigning any reason whatsoever.

## EARTH-Foundation

Effective Assistance & Rehabilitation For Tormented Humanity-Foundation  
Dhaka, Bangladesh

## CAREER OPPORTUNITY

EARTH-Foundation is a reputed NGO implementing various projects at the grass root and national level in Micro Credit, Credit Card, Health, Family Planning, Social Education, Water and Sanitation, Arsenic Mitigation and Cultural Communication. At present EARTH-Foundation is extending these programmes in 40 districts of Bangladesh and has a Mission to expand in 64 districts by December 2007.

**Project Director (Clinic)**  
MBBS with MPH; Minimum 10 years clinical experience required in Clinic(s)/Hospitals. Age should not more than 45 years as on 01.07.2007. Selected candidates will have to work in Head Quarters. Candidate should have sound computer proficiency and good command over written and spoken English.

**Assistant Director (Health)**  
MBBS with MPH; Minimum 5 years practical experience in Health Programs. Age should not more than 35 years as on 01.07.2007. Selected candidates will have to work in Head Quarter. Candidate should have sound computer proficiency and good command over written and spoken English.

**Program Coordinator (3 Position)**  
Masters in any discipline; Minimum 5 years practical experience in Health Programs. Age should not more than 35 years as on 01.07.2007. Selected candidates will have to work in Head Quarter. Candidate should have sound computer proficiency and good command over written and spoken English.

**Report & Documentation Officer (2 Positions)**  
Graduate in any discipline; Minimum 3 years practical experience in report & documentation in Health Programs. Age should not more than 35 years as on 01.07.2007. Selected candidates will have to work in Head Quarter. Candidate should have sound computer proficiency and good command over written and spoken English.

**Legal Officer**  
LL.B; Minimum 5 years practical experience in Land acquisition. Age should not more than 35 years as on 01.07.2007. Selected candidates will have to work in Head Quarters. Candidate should have sound computer proficiency and good command over written and spoken English.

**Vander**  
H.S.C; Minimum 3 years practical experience in Land document writing. Age should not more than 35 years as on 01.07.2007. Selected candidates will have to work in Head Quarters. Candidate should have sound computer proficiency and good command over written and spoken English.

**Estate Officer (2 Positions)**  
Graduate; Minimum 3 years practical experience in Land related matter. Age should not more than 35 years as on 01.07.2007. Selected candidates will have to work in Head Quarters. Candidate should have sound computer proficiency and good command over written and spoken English.

**District Manager (3 Positions)**  
Masters in any discipline; Minimum 5 years practical experience in Arsenic Mitigation projects. Age should not more than 35 years as on 01.07.2007. Selected candidates will have to work in Bagherhat, Narail & Pabna district. Selected candidates will have to work in Bagherhat, Narail & Pabna district. Candidate should have sound computer proficiency and good command over written and spoken English.

**Upazilla Manager (9 Positions)**  
Masters in any discipline; Minimum 3 years practical experience in Arsenic Mitigation projects. Age should not more than 35 years as on 01.07.2007. Selected candidates will have to work in Mollathat, Fakirhat, Kalta, Narail Sadar, Lohagara, Iswardi, Sujanagar, Bera and Sathia upazillas. Candidate should have sound computer proficiency and good command over written and spoken English.

**Program Organizer (27 Positions)**  
Graduate; Minimum 2 years practical experience in Arsenic Mitigation projects. Age should not more than 35 years as on 01.07.2007. Selected candidates will have to work in Mollathat, Fakirhat, Kalta, Narail Sadar, Lohagara, Iswardi, Sujanagar, Bera and Sathia upazillas. Candidate should have sound computer proficiency and good command over written and spoken English.

Interested individuals are requested to send their detailed resume along with 2 (Two) copies of PP size photographs (mentioning the position applied for on the top of the envelope) to Director (HRD), EARTH-Foundation, 69/G (Gr. & 1st floor), Panthopath, Green Road, Dhaka-1205 within June 28, 2007.

E-mail: earth\_foundation2006@yahoo.com, Web: www.earthfoundationbd.com

**SUMMIT**  
Join Us  
Summit Power Limited is a listed public limited power company having a number of small power plants across the country with a total capacity of 105 MW and expanding. We are looking for following personnel who have the ability to produce results independently and willing to grow with the company.

## Human Resources &amp; Administration Manager.

Human Resources & Administration Manager will have the following essential functions:

- Manage all aspect of employee performance & appraisal system
- Develop/Update HR and Administrative policies.
- Prepare HR budget for salary, compensation and employee benefits.
- Arrange recruitment and promote employee development through in-house and specialized training courses..
- Collect information on on-going salary and benefit structures of similar organizations and suggest measures for adoption, if required.
- Help maintaining congenial inter personal relationship at work places.
- Act as a focal point between employees and management
- To ensure security of plant and Head Office.
- To maintain transport fleet in good running condition.
- Must be pro-active, analytical and capable to prepare relevant report with adequate computer knowledge.

## Commercial Manager.

Commercial Manager will have the following essential functions:

- To assess requirement of material/spares/equipment/consumables for the company.
- To budget for procurement of spares based on generation target.
- To collect plan of maintenance and requirement of material/spares/equipment/ consumables for schedule and un-schedule maintenance by operation & maintenance department
- To correspond and negotiate with suppliers/service providers for quotation /procurement action.
- To source and arrange specialized services/vendors
- To obtain all permission/consents from different government authorities BERC/BO/CCI&E/ Banks/ NBR and others for procurement/services required.
- To establish letter of credit as required.
- To pursue C & F and custom clearance.
- To administer inventory control of stores and spares..
- To prepare report on spare parts/consumables consumption for comparison against budget and suggest measures, if any.
- To carryout any other functions related to the field

## Educational Qualification &amp; Experience Required:-

- For HR & Admin. Manager: MBA (HR as major)/Masters in Management. Diploma or advanced training on HR management will be considered added advantage.
- For Commercial Manager: MBA/Masters in Management/B.Sc. Engineering, with adequate technical knowledge. Knowledge and fluency in Microsoft Excel, banking experience and skills in negotiating will be considered as additional qualifications.
- Minimum Seven(7) years experience in relevant field.
- Proficiency in English is a must.

Age Limit : Below 45 years.

Place of Posting: Head Office of Summit Power Limited.

**Salary & Compensation:** Salary will be commensurate with qualification, skills and experience under existing Service Rules and Policy of the Company. Candidates may mention their minimum salary expectation.

**Application:** Intending candidates who fulfill the above mentioned criteria are requested to apply with recent photograph and necessary supporting papers to the Executive Director, Summit Centre (9th floor), 18, Karwan Bazar C/A, Dhaka-1215 on or before 5th July, 07. E-mail: sp@summitpower.org, Web: www.summitpower.org



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