

## VACANCY

**Shishu Polli Plus (SPP)** an international NGO working for underprivileged women and children in Sreepur, Gazipur wishes to invite applications from qualified candidates for the following positions (posts are based in Sreepur, Gazipur).

**1. Manager - Administrative & Training (initially for 2 years contract):** This is a mid level management position and the post holder will be responsible for relevant administrative duties and will support the Programme Co-ordinator Human Resources. The responsibilities include office purchases, distribution of supplies, monitoring of office expenditure, staff supervision and staff development. The candidate should have -

Preferably a Masters in Management or Public Administration- candidates with different academic backgrounds who are able to demonstrate competency and relevant experience will also be considered. A minimum of 3 years relevant work experience in organizational administration is essential. Strong interpersonal communication and negotiation skills are required. Good organizational, administrative, planning and record keeping skills are required as are excellent computer skills. Also language proficiency in English & Bangla. Relevant experience and the ability to plan, develop and implement personnel management systems, and to assess staff performance for their future development is essential. As is the ability to prioritize tasks, delegate and meet deadlines. Consolidated salary is Tk. 10,000/= to 12,000/= per month.

### Manager - Internet & Computer Technology :

This is a mid level management position and the position is responsible for proper support and development of ICT. This should be achieved by ensuring the proper installation of ICT with follow-up and troubleshooting. Training and support of staff in the use of IT will also be key tasks. She will also be responsible for some computer training to the beneficiaries and direct technical support and assistance to the Project Heads and Senior Management. She needs to be highly motivated, a self-starter and able to work with minimum supervision. The candidate should have -

Master in any of the science disciplines with a higher/diploma in computer science or a Bachelors in computer science. Candidates should also have 3 years practical experience in managing LAN and Internet. A good knowledge of setup, installation, maintenance and up-grading of ICT systems, hardware and software, trouble shooting, data management, processing, database administering and handling a LAN is required. Competency in coordination & liaison, decision making, analytical report writing skill is also important. Salary is Tk. 10,000/= to 12,000/= per month plus the benefits offered by the organization.

Applications with full CV and recent passport photo should be sent to the Executive Director, **Shishu Polli Plus**, House # 20, Road # 17, Nikunja-2, Dhaka-1229 on or before 6<sup>th</sup> September, 2007.

## TO-LET

One Furnished Room/Attached Bath/ Personalised Phone Etc/ At Baridhara Near USA Embassy Reference Required Good for personal Office/ Residence Suitable for Foreigner/ Embassy Officer. Director- 01915-620216, 03895750392, 01191355642

## NEED STOCK LOT

LADIES GMTS / FABRICS CONTACT: SHAHADAT GLOBAL DESIGNERS LTD TEL # 9886070 / 8855968

## Recruiting Licence Wanted

Want to buy a secured/genuine recruiting licence urgently. Contact: 01711 520821

## SALE / RENT

TEN STORED BLDG IN FRONT OF 90 FEET ROAD SITUATED AT TEJGAON INDUSTRIAL AREA NEAR AHSANULLAH ENGINEERING UNIVERSITY EACH FLOOR 9300 SQFT IS READY FOR SALE OR RENT INTERESTED PARTIES ARE REQUESTED TO CONTACT MOB:01711402494, 01715254041.

## Study in Australia / UK

ভর্তি ও ভিসা সহ স্পন্সর-এর 100% নিশ্চয়তা বিঃ দ্রঃ ভিসার আগে কোন টাকা নেয়া হয় না **Sega** House # 408, Road # 29, New DOHS, Mohakhali, Dhaka Global Consultant Ph: 8861213, 8753726, 01713-024024

## CAR SALE

**Nissan Cefiro 2G :** Recently CNG Converted 2001 Model, Reg/01, Dark green, 37000km mileage excellent condition Luxury car for sale. 6 Cd changer, radio, twitter all auto including seat. Price : 15 lacs (negotiable). Contact : **Keeco Ltd**, 119/A Segunbagicha, Dhaka-1000. Phone : 9558151, 01711665513, 01552100423.

## CAR SALE

**HONDA CRV JEEP :** CNG converted 2003 Model, Reg. Sept./06, Mileage : 31,000 Km Pearl white Luxury Jeepfor sale. Tv, Navigation, DVD, Vcd, Mp3, Mp4, Sd, Mmc, Mini Disc player, extra bumper. Black glass fully loaded jeep for sale. Price : 22.50 Lacs (negotiable). Contact : **Keeco Ltd**, 119/A Segunbagicha, Dhaka-1000. Phone : 9558151, 01711665513, 01552100423.

## EMPLOYMENT OPPORTUNITY

As per the Government's rules for the Non-Government Intermediate Colleges a principal will be appointed in the vacant post.

Willing candidates are requested to apply to the Chairman, Governing Body along with a pay-order of tk.200/- from any Sonali Bank, 2 pieces of attested pass port size photos, attested photo copies of all educational certificates and experience certificates on or before 10/9/2007.

Chairman, Governing Body, K.L.Jubilee School & College, 39, North Brook Hall Road, Banglabazar, Dhaka-1100.

## ST. ALFRED'S HIGH SCHOOL PADRISHIBPUR 1933 PLATINUM JUBILEE

We take immense pleasure in announcing the celebration of the platinum jubilee (75 years) of St. Alfred's High School in 2008. All Alfredians and former teachers are hereby requested to contact us by 10th November 2007.

Headmistress St. Alfred's High School Padrishibpur, Barisal. Phone : 04328-74045

## MIRACLE INDUSTRIES LTD. INTERNATIONAL RE-TENDER NOTICE

Sealed tenders are invited in Foreign currency from bonafied manufacturer / dealer / supplier / vendors for the supply of one pc "FIBC Cleaner" for the Miracle Industries Ltd.

Necessary Tender schedule may be collected from the office of the undersigned against cash payment of Taka 100.00 within September 03, 2007 during office hours.

The Tender must be dropped in sealed Tender Box kept in the Head office at 10<sup>th</sup> floor of 99, Kazi Nazrul Islam Avenue, Kawran Bazar C/A, Dhaka-1215 on or before September 04, 2007 from 9.30 a.m. to 2.00 p.m. which shall be opened at 3.00 p.m. on the same day in presence of bidders (if present).

The company reserves the right to reject or accept all the Tender or part thereof without assigning any reasons whatsoever.

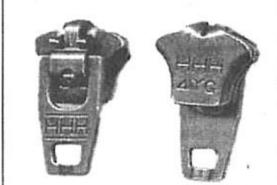
The company shall not be under any obligation to accept the lowest quotation.

Manager (Commercial)

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## FINANCE PROFESSIONAL AVAILABLE

FINANCE PROFESSIONAL - CIMA (UK) QUALIFIED WITH MORE THAN 15 YEARS OF EXPERIENCE, AVAILABLE FOR IMMEDIATE ASSIGNMENT.

KINDLY CONTACT AT 01918227696 / 01726245583

মাধ্যমিক ও উচ্চ মাধ্যমিক শিক্ষা বোর্ড, ঢাকা

সংশোধিত নিয়োগ বিজ্ঞপ্তি

নং-৩০/১৯/১৯/৮৫ (আংশিক)/৪৪৬ তারিখ: ২১/০৮/২০০৭

গত ১৮/০৮/২০০৭ তারিখ "দি ডেইলী স্টার" এবং "দৈনিক নয়া দিগন্ত" পত্রিকায় প্রকাশিত চাকরী শিক্ষা বোর্ডের নিয়োগ বিজ্ঞপ্তির ক্রমিক নং-২ এ বর্ণিত "ইলেকট্রিশিয়ান" পদের শিক্ষাগত যোগ্যতা "ডিপ্লোমা-ইন-ইলেকট্রিক্যাল ইঞ্জিনিয়ারিং"/ "কারিগরি শিক্ষা বোর্ডের অধীনে ন্যূনতম এসএসসি (ডোক. ইলেকট্রিক্যাল) পাস" হতে হবে। ইলেকট্রিক্যাল লাইসেন্সিং বোর্ডের সনদধারীদের অগ্রাধিকার দেয়া হবে।

সচিব মাধ্যমিক ও উচ্চ মাধ্যমিক শিক্ষা বোর্ড ঢাকা

জিডি-২৮৬১

## BANGLADESH INTERNATIONAL SCHOOL DOHS, MOHAKHALI, DHAKA CANTONMENT, DHAKA-1206

Tel : 9860621, 9888628, Email : bisschool@yahoo.com

## JOB OPPORTUNITY

Following teachers and staff will be appointed by BIS. Required qualifications and experiences are mentioned against each post.

Name of the post	Qualifications & Experiences	Pay Scale
Junior Teacher of Maths, Computer Science, Biology and Accounting	Minimum 2 <sup>nd</sup> class Master's Degree in respective subject with 03 or 04 years teaching experiences in 'O' level & English medium schools. For Computer Science, 04 years Bachelor's Degree will be acceptable	Total Tk. 11,113/- per month in the scale of Tk.6,174-315x10-9, 324+80% prescribed allowances
Office Assistant	A retired JCO / NCO from Defence services. Minimum second division / B grade in H S C with minimum typing speed 40 word / min in English, 30 word / min in Bengali and knowledge of MS word and Excel in Computer.	Total Tk. 6,237/- per month in the scale of Tk. 3,465-189x20-7, 245+80% prescribed allowances
Laboratory Assistant	H.S.C passed preferably in Science	Total Tk. 6,237/- per month in the scale of Tk. 3,465-189x20-7, 245+80% prescribed allowances
Attendant (Male & Female)	SSC passed, candidates having experience of working in a English medium school will be given preference.	Total Tk. 5,443.20 per month in the scale of Tk.3,024-126x20-5, 544+80% prescribed allowances.

For all the above posts fluency in English both spoken and written is a must. Interested candidates are requested to submit their applications with complete curriculum vitae and two copies of passport size photographs to the Bangladesh International School (BIS), New DOHS, Mohakhali, Dhaka Cantonment, Dhaka latest by 13th September 2007. A pay order / Bank draft of Tk. 100.00 (One hundred) only in favour of Bangladesh International School (BIS) is to be attached with the application.

MFC International Finance Corporation, DCCEI-SEDF Knowledge CENTER, INTIMATE, DCCI

High Profile Management Training Workshop on

Financial Evaluation of Investment Projects & Structuring Joint Ventures

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Outlines: Practical Case Study: Investment project in a developing country, A primer on financial mathematics, opportunity costs and relevant cash flows, Capital Budgeting: Net Present Value (NPV), Payback & Internal Rate of Return, Deriving the required rates of return for investment projects, Modes of collaboration with foreign partners, Foreign Investment laws and Implications on management and control, Financial evaluation of foreign projects-salient issues. Target Group: Business owners and entrepreneurs, Managers who are involved in making recommendations and/or evaluating investment projects, especially overseas projects, Corporate affairs and business development managers

Resource Person: Mr. Lim Chor Ghee, MInts(Sydney), MBA(ES, UK), PCEB(USQ), Comm(Melbourne), CPA(Aust), CAM('s'ia), ATII, MNCC, GARP (USA), AIB (USA), a certified international training professional

Date: 4th September, 2007 (9.30am - 5.00pm). Venue: DCCI Building (11th Floor), 65-66 Motiheel C/A, Dhaka-1000. Contact: 9552562 Ext: 124, 137, 147, 119.

Fee: 5,000/- Per Person Seats 25, First come First served basis

(10% discount for more than 1 person from an organization)

Admission November 2007

Thinking about what to study in UK?

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COURSES	Total Tuition Fees	Academic Scholarship only for Bangladeshi Student	Degree Awarded By
MBA	£6450	£1500	University of East London
MSc Information Technology	£5950	£1500	University of East London
MSc Computer System Engineering	£6450	£1500	University of East London
BSc (Hons.) Business Information System	£11950	£5000	University of East London
BSc (Hons.) Computing	£11950	£5000	University of East London
BSc (Hons.) Business Studies	£12950	£5000	University of Wales Institute, Cardiff

\*Students who have good IELTS score and relevant academic qualification are capable to apply for Scholarship. \*Around 3500 students from more than 40 countries are currently studying at STM London. \*No Processing Fees

Have a clear Knowledge on UK Education from our seminar on 01 - 09 - 2007 at 12.00 pm

School of Technology and Management (STM) London

STM Dhaka Office : House 72, Road 17, Block C, Banani, Dhaka. Phone: 8822729, 8819922, 9891180, 01911342801, 01911360928, 01715001307

STM Chittagong Office : IFCC Complex (5th Floor) GEC Moor, Chittagong. Tel: 011 95177022, 0181 8883660

## CAREER OPPORTUNITY

Wanted an NGO. Executive with 8-10 years experience in administrative and field, CV's to be sent by 02-09-07 to email [goodearthjobs@yahoo.com](mailto:goodearthjobs@yahoo.com) or [scholasticss@yahoo.com](mailto:scholasticss@yahoo.com) or [conveyor@conveyor-bd.com](mailto:conveyor@conveyor-bd.com) Candidates should have Masters Degree in relevant field. Salary negotiable.

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Interview Session

26 Aug 07 Time: 11 am to 4:30 pm

27 Aug 07 Time: 9 am to 4:30 pm

www.britishcouncil.org.uk

UH BD Reps. Office

Convenor: Mr. Gate Faculty, International Office

UH Bangladesh Representative Office

H#43, R#5, Dhanmond, Dhaka.

Phone: 966 9788

## Tender Notice

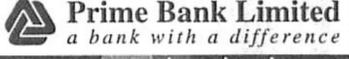
Sealed tenders in 2 (Two) envelope system covering technical and financial aspects are hereby invited by Prime Bank Limited for the 'Construction & Erection of Two Storey Steel Structure Building' and 'Exterior & Interior Decoration & Other Related Works' at Adamjee EPZ Complex, Amadjeenagar, Siddhirganj, Narayanganj comprising ±4,680.00 sq ft area for the proposed Prime Bank Limited Adamjee EPZ Branch and Off-Shore Banking Unit from the reputed and eligible Architectural & Engineering firms.

The work is to be executed & completed without interrupting the normal operation of the landlords work.

- The intending bidder should fulfill the following minimum qualifications and requirements for their participation in the said tender.
  - Should have experience (minimum 05 years) in similar job of any Bank(s)/Financial Institution(s) of minimum Tk.70.00 lac in a single tender.
  - Must be capable of working out detailed layout design and drawing and have efficient technical team to execute the work within stipulated time.
  - Should have valid Trade License, Registration Certificate, updated VAT & Tax certificate, Trade License, TIN Number and Bank Solvency Certificate.
- The bidder shall submit an application to the undersigned for participating in the tender supported by documentary evidence like certificates (as mentioned in serial no.1 (i, ii, iii), year of establishment, list of key personnel, completion certificates of similar jobs etc. at the time of receiving the detailed requirements from our end.
- The requirements for design of proposed Admjee EPZ Branch and Off-Shore Banking Unit will be provided to the bidders on the basis of evaluation of serial no. 2 from the office of the undersigned, during office hours on all working days from 27.08.2007 to 06.09.2007.
- The successful bidder must maintain the completion period as stipulated by Prime Bank Limited.
- The technical proposal and financial proposal must be submitted separately in sealed envelopes. Earnest money (refundable) equivalent to 2.5% of the quoted value of works in the form of pay order/bank draft from any branch of Prime Bank Limited issued in favor of Prime Bank Limited shall have to be furnished along with the Technical Proposal without which the tender shall be rejected out right.
- The bidder must visit the site and get acquainted with condition & limitations of the site, the scope of works before submission of tender.
- The bidder must submit the 'Company Profile' of the steel fabricators (if any) along with the technical proposal.
- The bidders must quote rates for the item of works both in figures and in words clearly and legibly.
- A pre-bid meeting will be held at the office of the undersigned, at 4:00 pm on 09.09.2007 regarding detailed requirements and necessary guideline.
- The whole tender documents along with technical and financial proposals will have to be dropped in the sealed Tender Box at the office of the undersigned, within 3:00 pm on 16.09.2007 and proposals may be opened at 3:30 pm on the same day in presence of the participants or their representatives, if any.
- Prime Bank Management reserves the right to accept, modify or reject any or all proposal(s)/tender(s) or may divide the works amongst the participants without assigning any reason whatsoever.

Senior Vice President Logistics & Support Services Division Tel: 7161632, 9567265 (Ext. 222)

Logistics & Support Services Division Head Office, 29 Rajuk Avenue, Dhaka



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সংশোধনী বিজ্ঞপ্তি

এতদ্বারা সংশ্লিষ্ট সকলের অবগতির জন্য জানানো যাচ্ছে যে, সরকার কর্তৃক সান্দ্র আইন যোগানার কারণে কেমার বাংলাদেশের পুরাতন মালামাল বিক্রয় সম্পর্কিত বিজ্ঞপ্তির সংশোধন করা হয়েছে যা নিম্নে উল্লেখ করা হলো :

- ১৭-০৮-০৭ ইং তারিখে দৈনিক ইত্তেফাক, প্রথম আলো এবং The Daily Star এ প্রকাশিত বিজ্ঞপ্তিতে উল্লেখিত সিডিউল ক্রয় করার সর্বশেষ সময় ছিল গত ২৩-০৮-২০০৭ ইং যা পরিবর্তন করে ২৮-০৮-০৭ ইং পর্যন্ত বাড়ানো হয়েছে। টেন্ডার জমা করার তারিখ ২৬-০৮-০৭ ইং এর স্থলে ২৮-০৮-০৭ ইং করা হয়েছে এবং এ দিনেই (২৮-০৮-০৭ ইং) সকাল ১০ ঘটিকা হতে দুপুর ২.০০ ঘটিকা পর্যন্ত টেন্ডার জমা নেয়া হবে এবং বেলা ২.৩০ ঘটিকায় টেন্ডার বন্ধ ঘোষা হবে।
- ২১-০৮-০৭ ইং তারিখে দৈনিক ইত্তেফাক, প্রথম আলো এবং The Daily Star এ প্রকাশিত বিজ্ঞপ্তিতে উল্লেখিত সিডিউল ক্রয় করার সর্বশেষ সময় ছিল ২৮-০৮-২০০৭ ইং যা পরিবর্তন করে ০২-০৯-০৭ ইং (বৃহস্পতি দিন বাদে) পর্যন্ত বাড়ানো হয়েছে। টেন্ডার জমা দেয়ার তারিখ ২৯-০৮-০৭ ইং এর স্থলে ০৩-০৯-০৭ ইং করা হয়েছে এবং এ দিনেই (০৩-০৯-০৭) সকাল ১০ ঘটিকা হতে দুপুর ২.০০ ঘটিকা পর্যন্ত টেন্ডার জমা নেয়া হবে এবং বেলা ২.৩০ ঘটিকায় টেন্ডার বন্ধ ঘোষা হবে।

নাহিদ ফারজানা  
এ্যাজমিনিস্ট্রেটিভ অফিসার  
গ্লোবাল সার্ভিসেস সেকশন  
কেমার-বাংলাদেশ