

CAREER OPPORTUNITY

JF (Bangladesh) Limited, Lloyd's Agents, Chittagong, Invites application for following:

Post: Staff Surveyor

Qualification:

- Minimum Graduate with proficiency in English. The surveyor should be able to write survey report independently.
- Candidate must be computer literate with operational knowledge of Windows/ Microsoft office systems, etc.

Experience:

- Minimum 5 years with a reputed survey company. Must have both practical & theoretical knowledge of conducting Marine/Insurance, Fire, Motor & Miscellaneous surveys independently. The candidate will be required to undertake survey works both, before & after office hours and during holidays.

Post: Manager for Lloyd's Agency Department.

Required Qualification & Experience:

- Minimum Bachelor Degree in Commerce or Management with Good English communication skill. Candidate must not have any third division/class in any stage of education.
- Candidate must be computer literate with operational knowledge of Windows/Microsoft Office systems, etc.
- Candidate should have minimum 3 years working experience in managerial post. Preference will be given to those candidate who has working experience in recognized survey firm of multinational company.

Other requirements:

- Capable to work in stressful situation
- Ability to run the department independently.
- Should be self starter with good communication skill.
- Willing to undertake field visit

Please apply enclosing a detailed CV alongwith work experience certificate and attested photocopies of all academic certificates and recent passport size photographs in a sealed envelop addressed, to JF (Bangladesh) Limited, Lloyd's Agency Department P.O. box-118, Agrabad C/A, Chittagong within 30.09.07 mentioning the post applied for.

Make A Difference

**Project Officer - Indigenous Peoples' Capacity Building Programme
Oxfam GB, Bangladesh
Fixed Term Contract: 3 years**

Salary: TK. 440,701(Gross per annum)

Oxfam GB has been working in Bangladesh since the War of Independence (1971) and established our permanent country office in 1972. Examples of current programme focus are: Indigenous Peoples' Capacity Building, Trade and Development issues (especially those affecting the lives of women workers in the RMG sector) within the framework of Oxfam International's 'Make Trade Fair' campaign, Disaster Risk Reduction and Gender Equality focused on ending violence against women.

We are looking for a dynamic team player for the Indigenous Peoples' Capacity Building Programme with a sound knowledge and understanding of the socio-economic conditions and traditional governance systems of Bangladesh's northern indigenous peoples, good analytical skills, good communication and negotiation skills and also good partner management skills to build on our achievements and help to drive our Indigenous Peoples' Capacity Building programme forward. You will have considerable working experience on implementing project plans, budgeting, monitoring and evaluating projects, the ability to communicate clearly in English and Bangla with the local community, partners and external audiences.

Oxfam GB can offer you a challenging job, a rewarding career and a competitive salary package with excellent benefits and a unique opportunity to make a difference.

If you feel you can make a difference, please collect the Oxfam application form and job profile from Oxfam GB, House #4, Road #3, Block # 1, Banani, Dhaka-1213, Bangladesh. You may also write to us at the above address or to oxfambd@oxfam.org.uk. Please attach your CV and a supporting statement explaining your interest and your suitability as a candidate as compared to the key competencies required for this post.

The closing date for applications is 26 September, 2007. Please note only short listed candidates will be contacted. Oxfam is actively seeking to increase the diversity in its team in Bangladesh and particularly welcomes applications from women.

Diversity

 **Oxfam**
The difference starts with you



Palli Karma-Sahayak Foundation (PKSF)
PKSF Bhaban, E-4/B, Agargaon Administrative Area, Sher-e-Bangla Nagar, Dhaka-1207
Website: <http://www.pksf-bd.org>

Vacancy Announcement for Project Personnel

Palli Karma-Sahayak Foundation (PKSF) is implementing a project titled "Second Participatory Livestock Development Project (PLDP-II)" with financial assistance of Asian Development Bank (ADB). Applications are invited to fill-up the following positions of the project.

1. Gender and Social Development Specialist: 1

Responsibility: The Gender and Social Development Specialist will report to the Project Director and support Project Management Unit (PMU), PLDP-II, PKSF in mainstreaming of gender concerns in the operation of the project. Specific tasks will include:

- (a) Review project documents, policies and strategies. Prepare and develop work plan and identify scope and areas to support implementation of Gender and social development activities.
- (b) Identify areas of project targets and indicators to address Gender related issues and build capacity of project team in gender aspects.
- (c) Support to integrate gender aspects as per criteria and procedure, address gender based needs of beneficiaries and ensure women participation in various project activities.
- (d) Develop and incorporate gender based indicators into MIS for monitoring.
- (e) Prepare and develop training manual, documents on gender issues & GAP and organize training for project & NGO personnel.
- (f) Prepare time bound various reports on gender impacts and challenges.

Qualification: An advanced degree in Social Science and/or Gender Development.

Experiences: Minimum 10 years experience in relevant field specially donor funded project.

Duty station: Duty station will be at PMU, Rangpur with extensive field visit to the project area.

and Duration: Duration of the assignment will be for 06 (six) man months.

Salary: Salary negotiable.

This is re-advertisement for the position of Gender and Social Development Specialist. Candidates who applied earlier need not apply.

2. Training & Poultry Hatchery Management Specialist: 1

Responsibility: The Training & Poultry Hatchery Management Specialist will report to the Project Director and support to Project Management Unit (PMU), PLDP-II, PKSF, Rangpur in implementing the activities of Hatchery establishment and management under the project. Specific tasks will include:

- (a) Develop guideline for establishment and management poultry mini hatchery at POs/beneficiaries level.
- (b) Arrange hatchery training for POs staff and beneficiaries.
- (c) Evaluate the quality and effectiveness of all training conducted under the project.
- (d) Introduce appropriate training materials to support training programs.
- (e) Commissioning training contracts required under the project with POs, governments or private sector providers.
- (f) Monitor and assess the effectiveness of training through follow up assessment and satisfaction surveys.
- (g) Produce training materials and manuals to guide the training process.
- (h) Undertake any other duties as may be assigned by the Project Director.

Qualification: The specialist will have tertiary qualification preferably Masters Level in Animal Husbandry/Veterinary Science/Agriculture/Communication.

Experiences: Minimum 10 years experience in relevant field specially donor funded project/private sector.

Duty station: Duty station will be at PMU, Rangpur with extensive field visit to the project area.

Duration of the Service: The assignment will be for 06 (six) man months.

Salary: Salary negotiable.

For exceptional candidates, conditions may be relaxed. Interested persons are requested to send their applications together with two copies of recent photograph to the undersigned on or before 30th September 2007. Please write the name of the post applied for on the top of the envelope. Only short listed candidates would be called for interview.

This vacancy announcement can also be seen on the website: <http://www.pksf-bd.org>

Assistant General Manager (Admin.)

Flat For Rent at Gulshan

3 Bed Rooms, 4 Bath, Servants Room, Kitchen, Drawing, 2750 Sq.ft Luxurious Flat at 4th floor, House # 23-B, Flat # B-4, Road # 42, Gulshan-2. Available for Long term lease. 24 hours Security Services & Car parking facilities. For further details please contact : 01711644200

Bangladesh Cricket Board
Management Office: Navana Tower (5th Floor) 45 Gulshan Avenue
Dhaka 1212, Bangladesh. Phone: 9888956 / 9890530
Ref: BCB/ 2007370(B) September 12, 2007

"INVITATION FOR OFFER"

The Bangladesh Cricket Board (BCB) invites offers from reputed organizations/corporate houses who wish to acquire the Tournament Title SPONSORSHIP rights of the 9th National Cricket League 2007-08 to be organized by the Bangladesh Cricket Board. Being the only First Class Cricket Tournament affiliated with the International Cricket Council (ICC), 06 (Six) Divisional Cricket Teams will participate in the 03 (Three) month long tournament with the matches being played in Dhaka, Chittagong, Khulna, Bogra, Rajshahi, Jessore & Mymensingh. National players are also expected to play for the different teams in the tournament. Full details and specifications will be available at the BCB Management Office, Navana Tower (5th Floor), 45 Gulshan Avenue, Dhaka 1212, between 10 am to 2 pm from 12th September until 22nd September 2007 (Except Friday, & Public Holidays). Last time for dropping the offer at the BCB Management Office is 12:00 noon on 23rd September 2007. Sealed Offers will be opened on the same day at 12:30 pm at the BCB Management Office and bidders may be present if they so wish.

The BCB reserves the right to accept or reject any or all offers without assigning any reason whatsoever.

Commercial Committee
Bangladesh Cricket Board

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(2nd Floor), Gulshan-2, Dhaka. Call-01726128693



Vacancy Announcement

Financial Analyst

The World Bank Office, Dhaka

The World Bank's energy program in Bangladesh is significant and growing. Projects under supervision include a large rural electrification and renewable energy project, a guarantee attached to an independent power plant, and a technical assistance project supporting energy sector reform and preparation of new projects. The pipeline consists of a gas-to-power project (Siddhirganj) with gas and power components, an urban electricity distribution project (South Zone), a new IPP for which preparation of a partial risk guarantee is envisioned (Bibiyana), and follow-on investments in rural electrification and renewable energy. Investment operations and related capacity building in the natural gas sector are under discussion, and there is potential for energy sector budget support operations as well. Our clients are public and private sector companies active in Bangladesh's energy sector, and various government agencies and departments responsible for policymaking, regulation, and financing in the energy sector.

Overall, the Bank's assistance program in Bangladesh provides an average of about \$1-billion in concessional debt and grants every year. The Bank's energy team, besides managing the portfolio of energy projects, also makes contributions to macroeconomic operations and analysis, emergency operations (such as flood relief), and analytic exercises (such as poverty assessments, and public expenditure reviews). The team also works closely with other parts of the World Bank Group, such as IFC, and other donors in providing targeted assistance to Bangladesh.

Duties and Responsibilities

The Bank is now seeking a Financial Analyst to join as part of the Dhaka-based team. This individual would :

- Undertake sector and project financial analysis
- Contribute to the operational and analytical work of the unit
- Track regional data related to the petroleum products, natural gas, and power sub-sectors with a view to acquire sound, hands on expertise in the field
- Provide cross-support to other Bank project teams when input on energy sector matters are needed
- Participate in the identification, analysis, preparation, supervision, monitoring, and evaluation of energy projects
- Mentor junior staff as required
- Provide regular reports to management on energy developments in Bangladesh
- Represent the department and the Bank as a whole at meetings, workshops, conferences, and other events as required
- Manage cross-sectoral teams comprising specialists in economics, engineering, financial management, social development, environment, procurement, etc.
- Provide advice to management and external clients on industry best practice
- Coordinate and sometimes conduct training exercises for internal and external clients

Further details of the post are available at www.worldbank.org/job. Qualified candidates should apply on-line referring to job # 71441 by October 13, 2007.



EXPRESSIONS OF INTEREST

THE WORLD BANK

Technical, Environmental and Social Survey of Proposed Footover-bridges and Sidewalks in Dhaka

The World Bank is assisting the Government of Bangladesh in improving the pedestrian infrastructure in Dhaka, particularly in the context of reducing local air pollution exposure and the conflict between pedestrians and motorized traffic. One possible approach is to increase the number of foot-over-bridges (FOBs) and sidewalks, so as to improve the mobility of people and fluidity of traffic movement. In this context, the Dhaka City Corporation has developed a list of possible locations for the construction of FOBs and sidewalks. A technical, environmental and social survey of these possible locations needs to be undertaken.

The specific objectives of this survey are (i) to assess the list of locations proposed for FOBs and sidewalks from a needs, technical, environmental and social perspective with a view to prioritize, and (ii) to determine key technical, environmental and social aspects in each prioritized location, which are critical to their viability for both construction and operation.

The World Bank Office Dhaka (WBOD) is inviting expressions of interest from firms (consulting companies, educational institutions and any other organization) that have the capacity to plan, execute and deliver the above outlined survey assignment. It is important for those interested to have a great deal of familiarity with the city of Dhaka and have worked in similar assignments in the past.

The selection will be in accordance with the procedures set out in the World Bank's Guidelines on Selection and Employment of Consultants by World Bank Borrowers, 2006.

Expressions of Interest must be delivered to the address below latest by Sunday, September 30, 2007.

Environment Team,
Attn: Dr. M. Khaliquzzaman/Ms. Razia Sultana
The World Bank Office of Bangladesh (WBOD)
E-31, Agargaon, Sher-e-Bangla Nagar,
Dhaka 1207, Bangladesh.



Vacancy Announcement

Program Assistant

The World Bank Office, Dhaka

The World Bank's Dhaka Office is seeking applications from qualified candidates for the position of a Program Assistant under its Country Management Unit.

The incumbent will be assigned to provide comprehensive administrative support primarily to the Energy & Infrastructure Team of the World Bank Office Dhaka. In addition, the incumbent will liaise with the senior officials both inside and outside of the World Bank Group.

Duties & Responsibilities :

1. First point of contact on the Team members' behalf for all calls and visitors from outside as well as from Headquarters. Responsible for flow of information in and out of the office, ensuring appropriate distribution of incoming/outgoing mail both in hard copy and electronically.
2. Ensures quality control of all materials including managing the budget in consultation with the concerned staff in the Team and handling other administrative tasks such as procurement, inventory maintenance and supplies.
3. Independently organizes the Team's schedule, including arranging meetings, ensuring preparation of folders with background documents for the meetings and preparing their presentations.
4. Full responsibility for providing all secretarial, logistical and administrative support to staff members on mission from HQ and/or other field offices, including hotel reservations, flight confirmation and in-city transportation etc.
5. Initiates appropriate actions upon receipt of procurement related documents from the implementing agencies, replying to the queries of the implementing agencies and the Procurement, Disbursement and Audit Team within the Office or refer the queries to the TTLs of the Transport Projects as and when required. Closely monitor and follow up with the implementing agencies for the monthly/quarterly/annual and other progress reports of all transport projects.
6. Responsible for managing the work output deadlines in the office, liaising with office staff and setting deadlines.
7. Typing and proofreading reports, briefing material, electronic messages and Back-To-Office reports, as well as independently drafting routine correspondence.
8. Responding to all routine inquiries from all Government agencies, UN organizations, consulting firms, academia and students on information available in the Country Office.
9. Maintaining and updating the Contacts database for E&I Team use.
10. Organizing and maintaining a clear up-to-date filing system. Responsible for maintaining up-to-date mailing lists for the dissemination of all major World Bank information and publications.
11. Responsible for keeping an up-to-date database of all charge-back information of World Bank Group staff visitors to the E&I Team office, including telephone calls, equipment, staff time and forwarding documents to the desired destinations etc.
12. Administrative coordination of all conferences, workshops, seminars held in the E&I Team office: i.e., organize upon request, refreshments, in-house lunches/restaurant lunches, receptions, formal dinners and special equipment.
13. Maintain close liaison and collaboration with all other teams at the Bank's Dhaka Office for the purpose of ensuring a smooth and healthy work environment in the office.
14. Logging transactions in World Bank Group business information systems such as SAP, IRIS, and Encor.

Further details of the post are available at www.worldbank.org/job. Qualified candidates should apply on-line referring to job # 71442 by September 28, 2007.