

Spot Admission and Individual counselling

Dhaka: H & I Council, Dhaka Office
06 & 10 December 07 (11 AM - 4 PM)
Khulna: Hotel Royal, KDA Avenue, Khulna
08 December 07 (11 AM - 2 PM)
Chittagong: H & I Council, Chittagong Office
12 December 07 (11 AM - 3 PM)

Conducted by
Sebastian Loh Wan Loon
Christopher Ong Ming Hui

Interested students are requested to visit along with copy of education paper, passport, and app. fee for admission

H & I Council Dhaka
Official Representative
www.hicbd.org

Chittagong : Phone : 728195, 01818042291, 01711971811

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OFFICE SPACE & SHOP FOR LEASE/SALE**OFFICE/COMMERCIAL SPACE & SHOP**

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IN

Syed Grand Centre89 C/A, Dhaka Mymensingh Road, Sector-7, Uttara
Dhaka. Ph : 8912243, 01819225774, 01712276078**CAREER OPPORTUNITY****SOFTWARE DEVELOPER:**

This position is open for male having the following qualifications:


- B.Sc.
- Should be minimum 3 years experience & good skill in:
 - a. Visual Basic 6.0
 - b. Crystal Reports
 - c. SQL Server

Job Location: Dhaka. Age not more than 35 years. Educational qualifications will be relaxed if found good efficient in the above fields.

Application Deadline: December 17, 2007.

Please send your resume with one copy recent color photograph addressed to:

Manager Admin & HR,


Secura Bangladesh Ltd.
Rahman Chamber, 1st Floor, 12-13, Motijheel C.A.
Dhaka-1000.
Vacancy AnnouncementBDRCS Primary Health Care Project funded by GRC is seeking a **Senior Manager** for their Dhaka Office.

- To ensure the implementation of a community based health programme with income generating components in 26 districts throughout Bangladesh.
- To analyze incoming data in resp. to the logframe and develop strategic solutions with a team of 8 area managers & 1 project field coordinator.

Qualifications and Experience

- Masters degree in health and/or administration preferred
- Min. 8 yrs experience with at least 5 yrs experience in a senior management role
- Experience with managing annual and interim budgets
- Experience with writing and reviewing project reports for international donors.

Skills

- Good analytical and conceptual skills
- Excellent leadership qualities
- Advanced verbal and writing communication skills in English
- Good computer skills with Word processing, and Excel spreadsheets.

Interested candidates are required to submit their CV with a recent passport size photograph and photocopies of important academic & training certificates, plus covering letter to the BDRCS-GRC Project, 684-686, Bara Maghbazar, Dhaka-1217 before 15 December 2007.

Only short-listed candidates will be invited for interview. C-2919

Expressions of Interest

The World Bank is assisting the Government of Bangladesh in improving the transport infrastructure in Dhaka, particularly in the context of reducing local air pollution exposure and the conflict between pedestrians and motorized traffic. Under this project a number of foot-over-bridges (FOBs) and sidewalks are likely to be constructed and new fleet of buses are likely to be introduced; so as to improve the mobility of people and fluidity of traffic movement.

In urban contexts, researchers have found that women generally have less access than men to private vehicles and public transport; public transport is generally less than satisfactory on non-radial and non-peak routes, on which women rely more than men; and urban transport systems that transport people to and from employment centers are often inadequate for women, who must combine income-generating activities with household and familial activities such as taking children to school and visiting the market.

Gender issues will be mainstreamed within the project by (i) collecting a wide range of data on women's transport needs and use of available transport means as part of their daily lives as workers, producers, and entrepreneurs, (ii) analyzing these data in a participative way, as much as possible, in order to identify main issues and measures of all types which the Government could take to address, and (iii) incorporating these in the Dhaka wide diagnostic, recommendations, and action plans, which the project will help implement.

The World Bank Office Dhaka (WBOD) is inviting expressions of interest from qualified firms (consulting companies, NGOs, educational institutions and any other organization) that have the capacity to plan, execute and deliver the above outlined 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, December 24, 2007.

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

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- Violin & Cello
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- Music composition

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- Translation of documents (French / Bangla / English)
- Interpretation
- Counselling for higher education in France.
- Private French lesson

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Dhanmondi: 26, Mirpur Road, Dhanmondi, Dhaka-1205
Baridhara: Road # 1, House # 2, Baridhara. call: 01714 099292
at the premises of the French Economic Commission
For more information, call: 861 15 57, 967 52 49
(9am-12pm and 5pm-8pm, except Saturdays)
E-mail: afc@bbs.net

ALLIANCE FRANÇAISE DE CHITTAGONG

123, K.B. Fazlul Kader Road, Panchlaish, Chittagong
E-mail: afc@bbs.net
For more information, call: (031) 615740, (10am-12pm and 4pm-8.30pm)
Classes to start on Saturday, January 5, 2008.

JOB OPENINGS

The Promoting Governance, Accountability, Transparency and Integrity (PROGATI) program is a four-year program funded by USAID and implemented by Development Alternatives, Inc. The project objective is to promote principles of accountability, transparency, and responsiveness to decrease the level of corruption in Bangladesh. PROGATI is seeking highly qualified and motivated candidates to apply for the following positions. **Female candidates strongly encouraged to apply.**

(1) PUBLIC INSTITUTIONS MANAGER**Responsibilities:**

- Work with Comptroller and Auditor General, the Bangladesh Election Commission, and the Anti-Corruption Commission and other public institutions to improve organizational structures and systems;
- Build capacity within public institutions in areas of policy formulation, implementation, and communications; and
- Develop and conduct training courses for local leaders to strengthen oversight.

Required Qualifications:

- Advanced university degree in finance, public administration or related field;
- Minimum 10 years experience working with ministry and local government officials;
- Experience providing advice and training to government officials on audit and control mechanisms and financial management;
- Strong communications skills in English and Bangla, reading, writing and speaking.
- Experience working for donor-funded projects, USAID experience strongly preferred.

(2) PARLIAMENTARY MANAGER**Responsibilities:**

- Support the establishment of a Parliamentary Budget Analysis Unit;
- Develop and conduct budget training courses for Members and staff of Parliament;
- Provide specialized budget analysis support to Parliamentary Committees; and
- Strengthen knowledge of and relationships between Parliament and other oversight institutions.

Required Qualifications:

- Advanced university degree in political science, business, finance or related field;
- Minimum 3 years experience working on national budget issues;
- Minimum 8 years experience with fiscal analysis and auditing;
- Experience developing and conducting training courses, for senior government officials preferred;
- Strong communications skills in English and Bangla, reading, writing and speaking.
- Experience working for donor-funded projects, USAID experience strongly preferred.

(3) MONITORING AND EVALUATION MANAGER**Responsibilities:**

- Provide leadership in assessing progress toward achievement of overall program objectives and outputs;
- Assist in the development of success indicators and methods for collecting associated data;
- Ensure that monitoring data are collected and entered into the program database;
- Provide leadership in analyzing data and in training staff in the analysis of indicator data; and
- Assist in writing periodic reports and providing presentations on project impacts and outcomes.

Required Qualifications:

- Advanced university degree in social or political sciences;
- Minimum 10 years experience assessing impact of large multi-sector programs;
- Minimum 6 years experience leading monitoring and evaluation efforts on donor-funded programs;
- Strong communication, facilitation and computer database management skills; and
- Strong communications skills in English and Bangla, reading, writing and speaking.

(4) INFORMATION TECHNOLOGY MANAGER**Responsibilities:**

- Maintain operation, security and integrity of LAN and associated computer systems;
- Provide guidance to staff in computer use and maintenance;
- Provide timely support and training on network related issues including connectivity with servers, PCs and other equipment on the LAN/WAN; and
- Communicate and liaise with ISP providers to ensure reliable and stable connections.

Required Qualifications:

- University degree in computer-related discipline;
- Minimum 6 years experience installing and maintaining LAN/WAN;
- Minimum 4 years experience configuring, managing, troubleshooting network devices;
- Strong skills in use and maintenance of MS Word, Excel and Access software systems and ability to train others in these systems;
- Strong skills in use of antivirus software and computer security software;
- Strong communications skills in English and Bangla, reading, writing and speaking.

For posts 1 to 4, interested and qualified candidates should submit a cover letter, CV and three references to progratijobs@da.com by December 20, 2007. All candidates will be reviewed but only finalists will be notified. No phone calls or in-person applications will be accepted. Please reference the job title in the subject line. Salary will be based on USAID requirements. **Female candidates strongly encouraged to apply.**

(5) MEDIA COMPONENT MANAGER**Responsibilities:**

- Manage the design and establishment of a Center for Investigative Journalism;
- Develop and oversee training programs for media on transparency and corruption issues;
- Support media efforts to advocate for legal reform and freedom of information laws;
- Assist efforts of public institutions to expand information dissemination to citizens, and expand information about financial transparency and parliament to civil society organizations and citizens; and
- Identification and management of short- and long-term consultants.

Required Qualifications:

- Demonstrated knowledge of media sector in Bangladesh;
- Minimum 10 years experience in professional journalism and/or non-governmental sector;
- Experience developing and conducting training courses;
- University degree in journalism or related field;
- Strong writing, editing and oral presentation skills in Bangla, and ability to engage professionally with a wide range of counterparts;
- Strong communications skills in English, reading, writing and speaking.

(6) MEDIA PROGRAM OFFICER**Responsibilities:**

- Day-to-day logistical and administrative coordination with project partners;
- Assist in development of a Center for Investigative Journalism;
- Assist in training programs for media on transparency and corruption issues;
- Support efforts to increase capacity of media to advocate for legal reform and freedom of information laws; and
- Assist efforts of public institutions to expand information dissemination to citizens.

Required Qualifications:

- Demonstrated knowledge of media sector in Bangladesh;
- Minimum 5 years experience in professional journalism and/or non-governmental sector;
- University degree in journalism or related field;
- Strong writing, editing and oral presentation skills in Bangla, and ability to engage professionally with a wide range of counterparts;
- Strong communications skills in English, reading, writing and speaking.

For posts 5 to 6, interested and qualified candidates should submit a cover letter, CV and three references to resumes@irex.org by December 20, 2007. Reference code MDD/Bangladesh/DMW in the subject line. Only those selected for interviews will be notified. Salary will be based on USAID requirements. **Female candidates strongly encouraged to apply.**

Career Opportunity

Save the Children fights for children in the UK and around the world who suffer from poverty, disease, injustice and violence. We work with them to find lifelong answers to the problem they face.

Save the Children UK, Bangladesh Country Office is inviting applications from qualified Bangladeshi nationals for the position of "PROGRAMME OFFICER - EDUCATION". This is a Dhaka-based mid level position, who will directly report to the respective programme manager. This position is initially for 14 months but renewable subject to availability of fund.

KEY RESPONSIBILITIES:

- Support the development and delivery of projects and activities of a high quality that contribute to the objectives of the Thematic Programme Plan and ensure child-focused programme design and derive maximum benefit from all activities.
- Ensure that systems and procedures are adopted and implemented within the programme team and partners that satisfy Save the Children and donor compliance requirements and activities are transparent and accountable to children and other stakeholders.
- Support the development of partners' staff with the required expertise to build their capacity to deliver effective work.
- Work with the programme manager and partners staff to build Save the Children's external profile and influence at the local level.
- Participate actively as a member of a thematic programme team.

CORE QUALIFICATIONS AND COMPETENCIES REQUIRED:

- At least 3 years of experience working with NGOs or other development organizations, preferably in education sector.
- Excellent spoken, reading and writing skills in English & Bangla with the ability to produce high quality analytical reports.
- Post-graduate qualifications in social sciences or equivalent experience in a similar position.
- Experience in designing and working with impact-focused monitoring frameworks.
- Practical and extensive experience in training and facilitating meeting at various levels.
- Ability to speak at least one local Adivasi language of the Chittagong Hill Tracts is strongly desirable.
- Understanding of the complex issues that affect children's access, participation, inclusion and retention in education in Bangladesh, especially in regards to working, disabled, and minority children, and girls.
- Ability and willingness to travel widely in programme areas.

The monthly salary for this position is negotiable.

Interested candidates are requested to apply only in hard copy with a detail and updated CV and cover letter on or before **Thursday 20th December 2007**. Please write the title of the position on the top of the envelope and addressed it to: Head of Finance, Admin and HR, Save the Children UK, Bangladesh Country Office, Islam Lodge, House # 14, Road # 16/A, Gulshan - 1, Dhaka - 1212. Please do not attach any photograph or any other supporting documents with the application. Only short-listed candidates will be contacted for an interview, and no other correspondences will be entered into.

Save the Children is committed to Children's Rights.

We have a responsibility to ensure the protection and safety of children while they are in contact with staff members. Recruitment to jobs involving regular contact with children will include specific checks and procedures in accordance with the Child Protection Policy.

Save the Children is an equal opportunity employer.

www.savethechildren.org.uk**Save the Children**