

Vacancy Announcement

United Nations Development Programme (UNDP) - Bangladesh, invites applications from highly qualified, energetic, and experienced development professionals who want to join UNDP's dynamic working environment, for recruitment of **Monitoring Specialist** (1 position) for the "Disaster Response Facilities" project.

For details of the Terms of Reference and instructions to apply, please visit our website: <http://www.undp.org.bd/jobs>. Applications should be received no later than 17 April 2008.



Vacancy Announcement

Small and Medium Enterprise Foundation (SMEF), an independent body corporate, dedicated to the promotion of Small and Medium Enterprises in Bangladesh hereby announces a vacancy for the post of its **Managing Director** to fill in on an immediate basis. Interested candidates are requested to apply to the Chairperson, SME Foundation, 76 Motijheel C/A, Dhaka on or before 4 May, 2008.

For details, please visit the SMEF's website at www.smef.org.bd
SMEF is an equal opportunity employer.



Small and Medium Enterprise Foundation
 76, Motijheel Commercial Area, Dhaka-1000

Career Opportunity

Bangladesh EPZ Investors' Association (BEPZIA) is looking for employment of an **Executive Secretary** in its **Dhaka Office**:

Executive Secretary:

- Requirements:**
- A person of amicable disposition with a good personality.
 - MBA / Public Administration in any public or reputed university with good academic track record.
 - At least 5 year(s) experience in a Senior Executive position with a multinational company or any other reputed organization; must be conversant with company laws. Age not exceeding 40 years.
 - Excellent command over written and spoken English is a must with demonstrated ability to correspond independently.
 - Able to maintain good rapport with Senior Officials of Government Offices or Autonomous Bodies and Members of BEPZIA.
 - Sound knowledge of IT and proficiency in MS Office Package and Internet, E-mailing, E-Governance etc.
 - Be able to manage an office independently.
 - Good in Public Relations.
 - Senior Armed Forces Personnel with appropriate background may also apply.

Salary: Negotiable
 Apply in confidence with your resume with at least 2 references to the following address so as to reach by April 20, 2008 with the words "Position for Executive Secretary, BEPZIA" inscribed on the envelop as the case may be.

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TODAY MARKS THE 12TH DEATH ANNIVERSARY OF
 Late Salahuddin Ahmad (May 6, 1926 - April 4 1996)

'Your memory has not dimmed, your presence felt eversomere.... May Allah (SAW) place you in Jannatul Ferdous and rest your soul in eternal peace.'
 We humbly request all his relatives, friends and acquaintances to remember late Salahuddin Ahmad in their prayers.
 Wife, children and grandchildrenes.
 April 4th, 2008.

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 Come & Meet - Bangladesh Representative, Brunel University

Venue: British Council, 5 Fuller Road
Date: Monday, 7 April'08 and Time: 11am-5pm

Please visit with your CV and all academic papers
 Bangladesh Representative:
 Alpha-I Consultants Ltd.
 House # 99 (4th Floor), Road # 11/A, Dhanmondi R/A, Dhaka - 1209
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Product Managers

Headquartered in Basel, Switzerland, we are one of the world's leading research-focused healthcare groups in the fields of pharmaceuticals and diagnostics. As the world's biggest biotech company and an innovator of products and services for the early detection, prevention, diagnosis and treatment of diseases, we contribute on a broad range of fronts to improving people's health and quality of life.

Roche is the world leader in in-vitro diagnostics and drugs for cancer and transplantation, a market leader in virology and active in other major therapeutic areas such as autoimmune diseases, inflammation, metabolic disorders and diseases of the central nervous system.

To further strengthening our marketing team in Dhaka, we have a few positions to offer to the eligible candidates interested to work as Product Managers. The key job responsibilities will include formulation and implementation of product promotional strategy, developing marketing plans and promotional materials and dissemination of scientific information to customers.

Key Qualifications:

- Master of Pharmacy / Bachelor of Pharmacy degree from a recognised University. Additional business degree will be an advantage.
- 1-2 years of similar experience in a reputed pharmaceutical company.
- Strong communication skills with a good command in both written and spoken English.
- Well acquainted with computer applications, especially Microsoft Office

The interested candidates with amiable personality are requested to apply in their own handwriting in English along-with a bio-data and a recent passport size photograph to the following address by Tuesday, 15th April 2008. Please inscribe "Product Manager" on the top of the envelop.

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