

# CAREER OPPORTUNITY

British Council, an equal opportunity employer, is looking for dynamic individuals for the following posts for its Dhaka and Sylhet office. The post will encompass duties and competencies as outlined below:

## Education Officer - Dhaka

### Duties

- To Assist Education and Society Department's objectives in carrying out Connecting Classrooms programme throughout Bangladesh.
- To assist in carrying out Technical and Vocational Education Training programme according to regional plan.
- To carry out activities for implementing School Links programmes.

### Competencies Required

- Works towards goals and manages obstacles to set and meet challenging targets, in-compliance with quality, time and diversity standards and delivering the required business results.
- Customer services orientation qualities to give priority to customers, delivering high quality services to meet their needs.
- Flexibility to adapt to and work with a variety of situations, individuals and groups.
- Ability to work in a team co-operatively, across cultural and organisational boundaries to achieve shared goals.
- Understand and acknowledge own strengths, limitations and preferences. Recognise emotions and accept feedback from others without being defensive.

### Qualifications

- Graduation
- Excellent spoken and written English
- Excellent IT/web skills

## Assistant Examinations Services Officer

### Sylhet Project Office

### Duties

- To assist in the administration of British Council examinations in Sylhet
- To support the delivery of agreed services and products to internal and external customers in order to meet customer needs and enable the Council to meet its corporate objectives.
- To assist in ensuring and identify the needs for high quality support to the Self Access Centre users and make resources effectively used by its users.
- Maintain IT inventory, hardware maintenance and facilitate user training and trouble shoot IT problems.

### Competencies Required

- Works towards goals and manages obstacles to set and meet challenging targets, in-compliance with quality, time and diversity standards and delivering the required business results.
- Customer services orientation qualities to give priority to customers, delivering high quality services to meet their needs.
- Flexibility to adapt to and work with a variety of situations, individuals and groups.
- Ability to work in a team co-operatively, across cultural and organisational boundaries to achieve shared goals.

### Qualifications

- Graduation
- Computing skills
- Excellent spoken and written English

## IT Assistant - Dhaka

### Duties

- Help-desk Management: Provide support to staff on use of hardware and software, trouble shooting etc. Day to day network administration and support including resolution of network user problems.
- Systems Administration: Perform daily systems check of servers based on Windows Server 2003 and workstation based Windows XP Professional. Ensure daily data backup is successful and perform quarterly restore tests. Check regular Anti-virus update is taking place, perform manual updates if automatic updates are failing and report IT Manager immediately if manual updates are fails.
- Users Training: Provide training to staff as necessary to improve their knowledge of systems and software. Thereby exploiting the best of IT systems. Provide on the spot training as per users needs/requests.
- Maintain IT Inventory
- Provide IT support to all British Council offices in Bangladesh.
- Provide IT support to BC events.

### Competencies Required

- Works towards goals and manages obstacles to set and meet challenging targets, in-compliance with quality, time and diversity standards and delivering the required business results.
- Thinking analytically facts, data and situations to see cause and effect and to use this to make effective decisions.
- Customer services orientation qualities to give priority to customers, delivering high quality services to meet their needs.
- Flexibility to adapt to and work with a variety of situations, individuals and groups.
- Professional confidence

### Qualifications

- Degree/Diploma in Computer Science, Computer Engineering or equivalent.
- Microsoft Certified Professional
- Excellent spoken and written English

### How to apply?

Download the application form and job description from [www.britishcouncil.org/bangladesh-about-us-jobs.htm](http://www.britishcouncil.org/bangladesh-about-us-jobs.htm) and send your completed application with a passport size photograph to Manager, Education & Society, British Council, 5 Fuller Road, Dhaka - 1000 by Wednesday July 9, 2008.

Please write the post title you are applying for on the top of the envelope. Only short-listed candidate will be contacted.

The British Council is committed to a policy of equal opportunity and is keen to reflect diversity at every level within the organisation. We welcome applications from all sections of community.



[www.britishcouncil.org/bangladesh](http://www.britishcouncil.org/bangladesh)

## NEWS

DHAKA FRIDAY  
JUNE 27, 2008

# Change in police act underway: IGP

STAFF CORRESPONDENT

Inspector General of Police (IGP) Nur Mohammad yesterday said age-old police act prepared and enacted during the British regime did not mention anything about human rights and also about the marginal society, destitute and women.

The IGP said, "We have been considering to prioritise those issues through the ongoing Police Reform Project (PRP)."

Speaking as the chief guest at a discussion on 'Community Consultation Programme on Community Policing at Rajarbagh Police Telecom auditorium, the IGP further said, "We have also been trying to highlight the service more than the policing."

Additional IGP NBK Tripura, who is also the national project director of PRP, Project Manager Hubert Staberhofer and DMP Commissioner Naim Ahmed also took part in the programme with Dhaka Range DIG Amir Uddin in the chair.

Home ministry and Bangladesh Police are implementing the ongoing PRP which is supported by UNDP, DFID and EC.

The IGP said as the number of police is less compared to the people in the country, there is no alternative to community policing.

"As part of the community policing, both the police and the people have to fight together against terrorists and extortionists," said the IGP, adding "To curb harassment and develop the image of the police are our two aims now."

Project Manager Hubert Staberhofer said the public attitude toward the police has started to

change which is a positive sign and community policing is the credit holder for this.

"Most of the developed and developing countries have community policing system and it is a must to curb crimes," he added.

DMP Commissioner Naim Ahmed said it is now possible to curb criminal activities and maintain law and order situation by police alone and, therefore, community policing is a must.

## 97.27crore RU budget approved

RU CORRESPONDENT

The Rajshahi University (RU) syndicate has approved Tk 97.27 crore budget for 2008-09 fiscal.

The syndicate approved the budget at a meeting at the Senate building on Wednesday night.

Treasurer Prof Mozammel Haque placed the budget at the syndicate meeting with acting vice-chancellor Prof Mammunul Keramat in the chair.

Of the total amount, Tk 92.62 crore will come as government grant through the University Grants Commission, while the rest Tk 4.65 crore will come from internal resources of the university, sources said.

An amount of Tk 64.67 crore or 66.48 percent of the budget will be spent for salary while Tk 13 crore or 13.36 percent will be spent for pension and other allowances of teachers, officers and employees.

An amount of Tk 6.8 crore or 6.99 percent will be spent for academic purposes.

The remaining Tk 12.8 crore or 13.15 percent has been kept for miscellaneous works.

VC Prof Keramat, also chairman of the syndicate, told the newsmen that the university has stressed the need for becoming financially self-dependent to avoid interference by others and enjoy full autonomy.

Earlier on the same day, the budget was placed before the finance committee chaired by Treasurer Prof Mozammel Haque.

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The Unnayan Onneshan is a progressive think-tank. The public-interest research institute works in collaboration with national partners, international organisations and leading universities. The organisation has the following vacancies for immediate appointment:

### Research Director

S/he will direct, organise, and administer the research programme of the organisation. The position demands a strong background of research and publications and a proven record of leadership and management experience at a senior level, with advanced academic degree in economics from a reputed university. The successful candidate will get a competitive salary of six figures per month and other admissible benefits.

### Research Fellows and Research Associates (Economics)

Research Fellows lead projects while the Research Associates contribute as independent authors. The positions demand strong analytical capabilities and drafting skills, with advanced academic degree in economics and significant publications. Sound knowledge in political economy of development, and quantitative techniques are desirable. The salary for Research Fellow is in the scale of Tk. 40,000 - 2,000 x 10 - 60,000-3,000 x 6 - 78,000 while Research Associates receive in the scale of Tk. 18,000 - 900 x 10 - 27,000-13,50 x 6 - 35,100. Higher compensation package will be offered to the deserving candidates

### Manager (Project Management and Corporate Affairs)

She will be responsible in development and management of projects with the partners. The incumbent, an MBA from a reputed university, is required to have excellent research project development, negotiation, and management skills. The salary is negotiable.

Please send a statement in support of your candidature along with a CV, highlighting research and management achievements, by 15 July 2008, to Head, HR and Finance, Unnayan Onneshan, House - 19/A, Road - 16 (New), Dhanmondi, Dhaka- 1209.

[www.unnayan.org](http://www.unnayan.org)

## University of Liberal Arts Bangladesh

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**Participants:** 20

**Registration Fee:** Tk. 20,000

**Application Deadline:** 1 July, 2008

### Venue:

University of Liberal Arts Bangladesh, Campus-B  
House # 719/A, Road # 7/A (Satmasjid Road), Dhanmondi, Dhaka

**Contact person:** Taufiq Aziz, Cell: 0171-427-3436, Email: [taufiq.aziz@ulab.edu.bd](mailto:taufiq.aziz@ulab.edu.bd)  
Application form and details available at [www.ulab.edu.bd](http://www.ulab.edu.bd)

Start date: Thursday  
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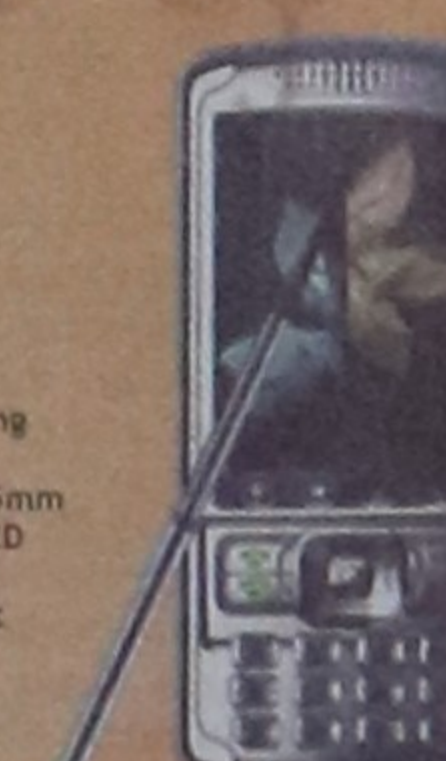
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