

Career Opportunity Executive Secretary (Female)

Application invited by a reputed engineering company for the post of **Executive Secretary (Female)**. She should have University Degree and good command on English and computer literacy is a must. This is top executive post and if you think you possess the ability to work with top management of the company, please send your bio-data along with photograph by May 31 (Sunday), 2009 at our Corporate Office "Corona Engineering Ltd" at Concord Royal Court (3rd floor), House no. 40, Road no. 16 (new), 27 (old), Dhanmondi, Dhaka 1209

TUITION
Want to teach with care, a group of young students (5 students) from Class 6 to 8, English Medium in Gulshan-2 area. Subjects: Maths, Physics, Chemistry, Biology and Language. Adiba-0171560335

TO-LET
At 4th floor 3 bedroomed modern flat with 2 spacious veranda in Sector-5, Road-3/A, House-5, Uttara. No lift
Phone: 0172052699 C-888

House Rent
An Independent House wanted on rent for the International Brand Showroom/Restaurant at Banani Road No-10, 11 and 12. Monthly Rent up to 350,000 =Tk.
Contact: 01713060075

RAW COTTON FOR SALE
40MT Afzal type and 40MT 1467 type Pakistani Raw Cotton (Crop 2008-09) recently imported for use in own spinning mill ready for sale from warehouse in Savar.
Please call: Nasir 01914001440

CATACCA
Dhanmondi: Ph: 8121113, 8114640, 8127974
Uttara: Ph: 8913708, 8911816, 8919985
Tel: 01191-556076, 01191-556080
Chittagong: 01715-084796, 1191-556096-98
01191-556099, 01191-556100

Bangladesh Garment Manufacturers & Exporters Association (BGMEA)

Regional Office: Jiban Bima Bhaban, 56, Agrabad C/A, Chittagong

WANTED

- Technical Proposals are invited from Individual Architects or Consulting firms having 10 years professional experience for designing a Multistoried Commercial cum Hospital building on 8.31 Katha land located on the Airport road near Saltgola rail crossing, Chittagong. Technical proposal should include the following information:
 - Detail information in case of individual Architects;
 - General Profile of Firm;
 - Resume of Technical personnel;
 - Experience;
 - References;
 - An understanding of the nature and scope of the project;

Technical proposal should be submitted in sealed envelope on or before 3rd June, 2009 upto 12:00 noon to the undersigned.

BGMEA authority reserves the right to accept or reject any or all proposals without assigning any reason.

- Project Engineer** : B Sc. Engineer (Civil) having minimum 3 (three) years of working experience or Diploma Engineer (Civil) having minimum 15 (fifteen) years working experience is required for construction of BGMEA Bhaban at Chittagong.

Application should reach to the undersigned by 3rd June, 2009.

Joint Secretary

Research & Consulting Opportunity

SRG Bangladesh Limited (SRGB) is a leading research & management consulting firm of Bangladesh. SRGB offers advisory/consulting services on diverse sectors to local and international clients. SRGB maintains a "Pool of Resource Persons" from where appropriate experts are identified and appointed in various projects undertaken by the firm.

SRGB update its resource pool annually and invites letter of interest from competent experts with minimum 5-10 years experience from following areas of specialization:

- Health & Population
- Education
- Environment/ Climate Change
- Fishery, Poultry & Livestock
- Water & Sanitation
- Energy & Power
- Telecommunication/ICT
- Banking & Finance, Insurance
- Pharmaceutical
- Capital Market Development
- Transport/Railway
- Agriculture & Forest
- Textile & Garments
- Steel & Engineering/Light Engineering
- Monitoring & Evaluation Specialist
- Child Health & Nutrition Expert
- Democracy & Governance Expert
- Communication/BCC Expert
- Sexual & Reproductive Health Specialist
- FGD/PRA Expert/Moderator
- Market/Social Research Analyst
- Impact/Evaluation Specialist
- Data Analyst/ System Analyst
- Statistical Analyst /Demographer
- HR Specialist
- SME/Entrepreneurship Development
- Skill Development and Training Expert
- Marketing Expert
- MIS/GIS Expert
- Procurement Specialist

Please send your detail CV to the following address by e-mail or by post.

srgb
Centre For Research & Management Consulting

SRG Bangladesh Limited
House 45, Road 7, Block F, Banani, Dhaka 1213
Tel: 9871692, 9871839, 9871927, Fax: 9871436
E-mail: hr@srgb.org, srgbinfo@gmail.com
Web site: www.srgb.org

Sale! Sale! Sale!
New designs for Summer collection 2009. Pakistani Lawn Salwar Kameez has just arrived at 44, South Avenue, Gulshan-1, Dhaka. Starts from 25th to 29th May. Timing 10am to 4:00pm.
Phone:- 881-4544, 881-4866

26,000+ SFT SPACE RENT @ TONGI I/A
Intl. Standard Building for Brand Product Warehouse / Distribution / Logistics Facilities
Contact: 01819-495387, 01718-892967

APARTMENT for RENT at GULSHAN

Size : 2000 sft.
Status : Ready for rent from next month
Location : "Park Avilya"
Road # 86, House # 7/B
Gulshan-2, Dhaka

Options : Full furnished/Semi-furnished
More than one parking available (if necessary)

Contact : Mr. Hossain (01713 456000)

TO-LET
LUXURY APARTMENT IN GULSHAN-2

Semi-furnished luxury apartment on Road 79, next to the Italian Embassy, will be available for rent with effect from August 2009. Built by Concord, the apartment measuring over 3000 sq.ft., consists of 3 bedrooms, each with attached D/B, drawing, dining, family sitting area, kitchen, pantry, maid's room and two (2) parking spaces, due to be vacated by an expatriate working in a leading multi-national company.

For terms and other details, please contact: 01927766666

EXIM BANK
Shariah Based Islamic Bank

EXPORT IMPORT BANK OF BANGLADESH LIMITED
GENERAL SERVICES DIVISION
HEAD OFFICE
SYMPHONY
Plot # SE(F):9, Road # 142
Gulshan Avenue, Dhaka-1212
Phone: 9889363

TENDER NOTICE

Export Import Bank of Bangladesh Limited is going to open 10 Branches and 8 SME Service Centers during the calendar year 2009 in different places (Urban/ Rural) of the country. For procurement and installation of i) Air Conditioners & ii) Generators in the new proposed branches and SME Service Centers or meet up any other requirement of the existing branch/ others during this period, sealed price quotations with one year's validity are hereby invited from the bonafide & experienced Air Conditioners & Generator supplying & installation firms/companies who have at least 3(Three) years experience in similar type of job in any bank / business houses.

Separate/respective tender schedule i. Schedule for supplying Air Conditioners ii. Schedule for supplying Generators) may be collected from General Services Division, Head Office, Dhaka during office hours from 27.05.2009 to 08.06.2009 on payment of cash Tk.1000/- (Taka One Thousand) only (Non refundable) against each set. The quotation along with detail specifications are to be dropped in the tender Box kept at General Services Division, Head Office, Dhaka on 09 June, 2009 by 11.00 am which will be opened at 11.30 am on the same day in presence of tenderers (if any).

Security money (Refundable) TK.5,00,000/- (Taka Five Lac) only in the form of MTDR (Mudaraba Term Deposit Receipt) from any branch of Export Import Bank of Bangladesh Limited, must be submitted with the price quotations.

Bank authority reserves the right to accept or reject any or all the quotations without assigning any reason whatsoever and not bound to accept the lowest quotation.

Deputy Managing Director

IBA BBA ভর্তি কোর্স

under the guidance of IBA Ex-professor স্বনামধন্য KRK Sir এবং S@ifur's-এর founder IBA-র Ex-lecturer Saifur sir-এর help নেওয়াটা কি wisser নয়? Zaman sir: 01714 163630

Just only Tk. 6500 (up to 31 May)

গত বছর IBA-র BBA-তে S@ifur's থেকে চান পেয়েছে ২০ জন। এটা অন্যদের মত বাড়িয়ে বলা নয়। Science, কমার্স and Arts মোট কথা সব background থেকেই IBA-র BBA-তে ভর্তি হওয়া যায়।

পাইল্ড ৮ জুন 01817 110600	ক্লাস শুরু	লিঙ্কেশ্বরী ১৩ জুন 01713 204783
উত্তরা ৯ জুন 01713 042983	লালমাতিয়া ৬ জুন 01713 017811	চট্টগ্রাম ৫ জুন 01713 432044
গুলশান/বাড্ডা ১৬ জুন 01713 004574		

S@ifur's-এর সকল ব্রাঞ্চে প্রথম ১০০ জনের জন্য

B/C ইউনিটে ভর্তি হলে **D** ইউনিট একদম ফ্রি!

চারিটে চান পাবার পরামর্শ পেতে কথা বল সরাসরি Shoaib sir-এর সাথে: 01911 572562

সাইদুল্লাহ 01713 432072	যাকার হোসেন 01713 432009	পুরনো ঢাকা 01713 004576
শুনান 01713 004574	গাজীপুর 01713 432035	সিঙ্কেশ্বরী 01713 204783
পাটুয়াখালী 8628624; 01817 110600	ঢাকা/মতিঝিল 01713 017811	উত্তরা 01713 042983
বিষ্ণুপুর 01713 409351	মিরপুর-১ 01713 432070	নারায়ণপুর 01713 035053
সাতার 01713 432098	ফকিরপুর 01713 432028	বি.বাড়িয়া 01713 432084-5
রংপুর 01713 432023	রাঙ্গামাটি 01714 163647	কুমিল্লা 63490
চাঁদমা 01713 432044	সিলেট 01714 000998	নেত্রকোণা 01712 055747
ঢাকা/হিল 01713 432083	নেত্রকোণা 01714 163638	কুষ্টিয়া 01713 432057
বগুড়া 01714 163648	বরিশাল 01714 163601	যশোর 01714 163604

READY FLAT FOR SALE
@ **GULSHAN**
Size: 1480 sft
01198 015 703
01198 015 730

Vacancies Social Development Foundation (SDF)

The government of Bangladesh has received a fund in credit from the International Development Association (IDA) to implement a new program under Social Investment Program Project (SIPP) through Social Development Foundation (SDF) to help restore the livelihoods of rural communities affected by Cyclone Sidr in 2007. SDF is a pro-poor organization that works for socioeconomic development of the poor and disadvantaged people in rural Bangladesh by addressing the issues of poverty, livelihood and their empowerment. SDF is looking for motivated and innovative professionals for the following positions in its new Disaster Risk Mitigation Unit (DRMU) as a Regional Branch of SDF, in Barisal. Successful candidates should have respect for the poor, an aptitude for community driven development and open to learning. The work involves extensive travel to the affected areas and working in the field.

Position: Computer Programmer-1 (Barisal base)
Job Description: The incumbent should have the capability to provide user support service and trouble shooting of software-related problems. Develop internal application tools software for reporting and other management issues. The incumbent needs to be skilled in proactive monitoring, performance tuning and management of server, network, security and system resources. He or she will have to ensure strong data security procedures and maintain updated security software, maintain regular data backup and prepare implement risk and recovery plan. The work also includes field visit to support remote users, monitoring and training IT support staff and data entry assistants.
Qualification and Experience: The candidate should be Graduate in Computer Science & Engineering/Computer Science or Postgraduate Diploma and 4 years of work experience as a programmer in a similar position of any reputed organization and should have practical experience about programming languages, preferably in MS Visual Studios, Web-based technologies, RDBMS, Java, MSSQL etc, and positive attitude, strong communication and interpersonal skills.
Salary: Negotiable

Position: Accounts Officer -01 (Barisal base)
Job description: The incumbent will have to ensure the payments of staff & POs, community finance and vendors as per policy, ensure the safety of petty cash & checkbook, budget preparation, monitoring and voucher preparation, assist FMS in preparing quarterly financial report, ensuring recordkeeping of financial documents etc.
Qualification and Experience: Should have Master's degree in Finance or Accounting or MBA-Finance with 3 years of experience in any reputed organization, proficiency in MS Office (Word & Excel), Accounting Software, excellent skill in communication and team work.
Salary: Negotiable

Position: Admin & Logistic Officer-1 (Barisal base)
Job Description: The incumbent should have the capacity to take care of the day-to-day office administration, vehicle management and property management in consultation with the Project Director, and will have to ensure the administrative support in smooth implementation of day-to-day affairs.
Qualification and Experience: Master's degree in Social Science with 3 years of experience in related field in any reputed organization, and well conversant with MS (Word & Excel) program.
Salary: Negotiable

The above mentioned positions will be selected in accordance with the procedures set out in the World Bank's Guidelines: Selection and Employment of staff by World Bank Borrowers, January 1997 (revised September 1997, January 1999 and May 2004 and Public Procurement Regulations dated October, 01, 2008 and recipient's Public Procurement Act 2006). All appointments will be contractual and renewable on the basis of annual performance.

Interested persons are requested to send their detailed CV indicating the proposed position, name, address (present & permanent, telephone/cell-phone number), date of birth, nationality, education, other training, employment records and work undertaken that best illustrates the capability to handle this assignment. The interested candidates are requested to send their applications, including the copies of all certificates, with one passport size photograph to the following address on or before 18 June 2009 during office time. Details are available on the SDF website: www.sdfbd.org. Candidates are requested to write the position applied for on the top of the envelope. No TA/DA will be provided for attending interview.

Project Director Disaster Risk Mitigation Unit (DRMU) Social Development Foundation (SDF) House # 04, Road #. 21 Uttara Model Town Dhaka-1230	Project Director Disaster Risk Mitigation Unit (DRMU) Social Development Foundation (SDF) House #. 1270 Ward #. 24, Rupatali Barisal	Project Director Disaster Risk Mitigation Unit (DRMU) Social Development Foundation (SDF) House # 1270, Ward #. 24 Rupatali (Opposite side of Sagardi Petrol Pump) Barisal.	Project Director Disaster Risk Mitigation Unit (DRMU) Social Development Foundation (SDF) House # 4, Road # 21, Sector # 4 Uttara, Dhaka-1230
---	--	---	--

Vacancies Social Development Foundation (SDF)

The government of Bangladesh has received a fund in credit from the International Development Association (IDA) to implement a program under Social Investment Program Project (SIPP) through Social Development Foundation (SDF) to help restore the livelihoods of rural communities affected by Cyclone Sidr in 2007. SDF is a pro-poor organization that works for socioeconomic development of the poor and disadvantaged people in rural Bangladesh by addressing the issues of their poverty, livelihood and empowerment. SDF is looking for motivated and innovative professionals for the following positions at Union level in Barguna Sadar, Amatli and Patharghata Unpazila under Barguna district. The Disaster Risk Mitigation Unit (DRMU), Barisal and Barguna District team will be responsible for managing the implementation of the new programs. Successful candidates should have the respect for the poor, an open mind to learn and have an aptitude for community-driven development. The work involves extensive interaction with affected people, especially the ultra poor/poor people in the areas, by forming rural groups at different levels of the concerned village to help improve their livelihood situation.

1. Position: Cluster Team Leader -12 (Union base)
Job description: The incumbent should have the capability to help Community Facilitators (CFs) form groups with poor and ultra poor people at different levels by using participatory techniques, guide the implementation of community savings and credit activities, including loan tracking, assist the CFs in providing capacity-building support, coordinate and liaise with the local government, line department and District Team members.
Qualification and Experience: The candidate should be postgraduate with 2 years of experience or graduate with 5 years of experience as Village Facilitator in a Community Development Project using the Community Driven Development (CDD) approach. One having 3rd division/C grade or 3rd class at any level of examinations is discouraged to apply. Computer knowledge in MS Word & Excel and driving motorcycle are desirable.
Salary: Basic-Tk.9,000/- + Hardship Allowance Tk. 4,000/- + 2 festival bonus equal to basic
No TA / DA will be allowed within the working area
Tax & VAT will be deducted at source from salary

2. Position: Cluster Facilitator-64 (Village base under Barguna Sadar, Patharghata & Amtali Upazilla, Barguna dist.)
Job Description: The incumbent should have the capability to form village-level groups with poor and ultra poor people by using participatory techniques, implementation of community savings and credit activities, including loan tracking, build up the capacity of the group members on organizational development and management, livelihood skill development and guide them in implementing various livelihood projects.
Qualification and Experience: The candidate should be Graduate with 2 years of experience or HSC with 5-7 years of experience as Village facilitator in Community Development Project using CDD principles. One having 3rd division/C grade or 3rd class at any level of examinations is discouraged to apply.
Salary: Basic-Tk.7,000/- + Hardship Allowance Tk. 2,500/- + 2 Festival Bonus equal to basic
No TA / DA will be allowed within the working area
Tax & VAT will be deducted at source from salary

3. Position: Book Keeper-12 (Union base)
Job Description:
The incumbent will have to organize groups, micro-credit and women's group and should have the capacity for loan tracking, bookkeeping, accounting and audit etc.
Qualification and Experience: Graduate in any discipline with 2 years of experience in relevant field or HSC in Commerce with 2 years of experience are encouraged to apply.
Salary: Basic-Tk.7,000/- + Hardship Allowance Tk. 2,500/- + 2 Festival Bonus equal to basic
No TA / DA will be allowed within the working area
Tax & VAT will be deducted at source from salary

4. Position: Peon/Gurd-12 (Cluster Office base)
Job Description: The incumbent will have to receive and dispatch mails, ensure security of the office and its property and perform tasks as directed by the Cluster Team Leader and CFs.
Qualification and Experience: SSC with 1 year's relevant experience.
Salary: Basic-Tk.3,500/- + Hardship Allowance Tk. 1,000/- + 2 Festival Bonus equal basic
No TA / DA will be allowed within the working area
Tax & VAT will be deducted at source from salary

The above mentioned positions will be selected in accordance with the procedures set out in the World Bank's Guidelines: Selection and Employment of staff by World Bank Borrowers, January 1997 (revised September 1997, January 1999 and May 2004 and Public Procurement Regulations dated October, 01, 2008 and recipient's Public Procurement Act 2006). All appointments will be contractual and renewable on the basis of annual performance.

Interested persons are requested to send the detailed CV indicating the proposed position, name, address (present & permanent, telephone /cell-phone Number), date of birth, nationality, membership in professional societies, education, other training, languages & degree of proficiency, employment records and work undertaken that best illustrates capability to handle this assignment. The interested candidates are requested to send their applications including copies of all certificates with one passport size photograph to the following address on or before 18 June 2009 during office time. Details are available on the SDF website: www.sdfbd.org. Candidates are requested to write the position applied for on the top of the envelope. Women are encouraged to apply. No TA/DA will be provided for attending the interview.