



International University of Business  
Agriculture and Technology

**Assignment: Mid term**

Course Code: ART202

Course Name: Career Planning and Development

**Submitted To**

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Asst Professor, Department of English and Modern Language

**Submitted By**

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Section: A

Program: BCSE

**Date of Submission:**

07/03/2022

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## **Job Profile 1**

### **Technical Support Executive**

**Locationguru solutions Pvt. Ltd.**



[View all jobs of this company](#)

### **Vacancy**

03

### **Job Context**

- We are looking for L1+L2 Success Executive for Java based Applications to help us manage & support the next generation of application with experiences that elevate our overall solution capabilities.
- Primary responsibility is to solve any technical issue a customer is having while using our products and services that help customer generate early value

### **Job Responsibilities**

- Serve on the front lines by answering questions and troubleshooting technical problems though phone, email and chat.
- Hold product demonstrations for (potential) customers that help them generate early value. Promptly answer support related email, phone calls and other communications, if required visit clients for issues personally
- When needed, travel to customer sites to perform on-site troubleshooting, upgrades, demos, etc
- Exceptional written and oral communication skills, able to synthesize complex information into succinct summaries for internal and external audiences
- Acquires, maintains, and expands knowledge of relevant product offerings, current support policies, in order to provide complete solutions
- Analyze customer data to improve customer experience
- Works in partnership with the Technical team to ensure that overall support teams are able to deliver effective and efficient solutions and services addressing technical operational needs
- Work closely with engineers and development teams to identify potential issues

- Work as team member with other resources to monitor the jobs, troubleshoot and resolve issues in BAU.
- Establish relationships with team and work together to ensure daily jobs completed without any SLA gaps.
- Effectively communicating with customers and translating all their requirements with inner team.
- Work with relevant platform teams with respect to Infrastructure related to the application that is being supported
- maintenance window application support with Sysadmin on OS side activities.
- Deploying new applications-Optional

### **Employment Status**

Full-time, Contractual

### **Educational Requirements**

- Bachelor in Engineering (BEngg)
- Skills Required: detailoriented, Selfmotivated

### **Experience Requirements**

- At most 3 year(s)
- The applicants should have experience in the following area(s):  
Basic trouble Shooting, Client Support
- Freshers are also encouraged to apply.

### **Additional Requirements**

- Both males and females are allowed to apply
- Experience of 0-3 years in similar Production environment
- Knowledge in Telecom domain added advantage.
- Knowledge of webserver and java application troubleshooting
- Experience with software issues.
- Demonstrated experience supporting enterprise level, critical applications
- Strong customer focus along with product's technical knowledge
- Self-motivated, detail-oriented, team-player and organized.
- Languages with business proficiency - Bangla and English

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**Job Location**

Dhaka

**Salary**

- Kindly mention the current salary while applying.

**Compensation & Other Benefits**

- Tour allowance

**Job Source**

Bdjobs.com Online Job Posting.

**Apply Procedures**

**Email**

**Send your CV to [careers@locationguru.com](mailto:careers@locationguru.com) or to Email your CV from MY BDJOBS account.**

**Application Deadline : 6 Apr 2022**

Serial	Content to be included	Content
1	Title of the job	Technical Support Executive
2	Organization name: Department: Reporting Relationship (if any)	Locationguru solutions Pvt. Ltd.
3	Position Description/Job summary/Job purpose summery	Web Developer
4	Number of Vacancy	02
5	Job nature: Part time/Full time/contractual, working hour	Full-Time
6	Job Responsibility	<ul style="list-style-type: none"> <li>• Back-End Web Developer</li> <li>• Compile and analyze data, processes, and codes to troubleshoot problems and identify areas for improvement.</li> <li>• Collaborating with the front-end developers and other team members to establish objectives and design more functional, cohesive codes to enhance the user experience.</li> <li>• Developing ideas for new programs, products, or features by monitoring industry developments and trends.</li> <li>• Implementation of security and data protection Design and implementation of data storage solutions.</li> </ul>
7	Primary Objective	Not Specific
8	Specific Responsibility of the job/job role	Not Specific
9	Requirements: a. Educational requirement:  b. Experience requirement:	<ul style="list-style-type: none"> <li>• HSC</li> <li>• Skills Required: HTML/ DHTML, Java, JavaScript, PHP, Python, Ruby, Web Development</li> <li>• At least 3 year(s)</li> <li>• The applicants should have experience in the following area(s): Expert on c++,Java with OOP.Python.c# etc.</li> <li>• The applicants should have experience in the following business area(s): Web Media/Blog</li> </ul>
10	Essential additional skills (if any require) and Personalities	Not Specific

11	Job Context/ Work Environment	Not Specific
12	Salary statement and other benefits	Negotiable & <ul style="list-style-type: none"><li>• Over time allowance</li><li>• Festival Bonus: 2</li></ul>
13	Special demands and/Physical demands (If any)	Not Specific
14	Work Location / territory	Dhaka
15	Work limit (if any)	Not Specific
16	Application Deadline and how to apply	6 april 2022 & Online link given
17	Include Data and other relevant	Published On 7 Mar 2022 Link: <a href="https://jobs.bdjobs.com/jobdetails.asp?id=1036263&amp;fcid=8&amp;ln=1">https://jobs.bdjobs.com/jobdetails.asp?id=1036263&amp;fcid=8&amp;ln=1</a>

## **Job Profile 2**

### **Web Content Writer**

#### **Sky Ranko**



[View all jobs of this company](#)

#### **Vacancy**

2

#### **Job Context**

We are looking for web content writers who will be able to write SEO-optimized and Grammarly-correct web content.

#### **Job Responsibilities**

Able to do extensive research in a very organized way, then write appealing and search engine optimized content.

#### **Employment Status**

Full-time

#### **Workplace**

- Work at office

#### **Educational Requirements**

- Bachelor degree in any discipline, HSC, A Level
- Bachelor's degree in any discipline.
- Skills Required: Article Writer, Blog Writing, Content writer, Content writing, Creative content writing, Editor, Product Review

#### **Additional Requirements**

- Age at least 18 years
- Only males are allowed to apply
- 1-to-3-year(s) Experience. Fresher is also encouraged to apply.
- Candidates from English Medium/Version backgrounds are a plus.



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- You will be assigned to write Grammarly correct, SEO-optimized, and plagiarism-free web content.
- Very sound in Microsoft office, google docs, etc.
- You have to be sincere and have a mindset to work in a long term.
- Person with disability is encouraged to apply

#### **Job Location**

Rajshahi (RajshahiSadar)

#### **Salary**

- Tk. 18000 - 30000 (Monthly)
- The Salary range is not fixed. It will be based on your experience and performance. It might exceed the range as well.

#### **Compensation & Other Benefits**

- Tour allowance, Performance bonus, Over time allowance
- Salary Review: Half Yearly
- Lunch Facilities: Full Subsidize
- Festival Bonus: 2

#### **Job Source**

Bdjobs.com Online Job Posting.

#### **Apply Procedures**

[Apply Online](#)

Application Deadline: **20 Mar 2022**

Serial	Content to be included	Content
1	Title of the job	Tech Job, Programming Division
2	Organization name: Department: Reporting Relationship (if any)	Sky Ranko
3	Position Description/Job summary/Job purpose summary	Web Content Writer
4	Number of Vacancy	2
5	Job nature: Part time/Full time/contractual, working hour	Full-Time
6	Job Responsibility	Able to do extensive research in a very organized way, then write appealing and search engine optimized content.
7	Primary Objective	Not Specific
8	Specific Responsibility of the job/job role	Not Specific
9	Requirements: a. Educational requirement:  b. Experience requirement:	<ul style="list-style-type: none"> <li>• Bachelor degree in any discipline, HSC, A Level</li> <li>• Bachelor's degree in any discipline.</li> <li>• Skills Required: Article Writer, Blog Writing, Content writer, Content writing, Creative content writing, Editor, Product Review</li> </ul> <p>Not Specific</p>
10	Essential additional skills (if any require) and Personalities	<ul style="list-style-type: none"> <li>• Age at least 18 years</li> <li>• Only males are allowed to apply</li> <li>• 1-to-3-year(s) Experience. Fresher is also encouraged to apply.</li> <li>• Candidates from English Medium/Version backgrounds are a plus.</li> <li>• You will be assigned to write Grammarly correct, SEO-optimized, and plagiarism-free web content.</li> <li>• Very sound in Microsoft office, google docs, etc.</li> <li>• You have to be sincere and have a mindset to work in a long term.</li> <li>• Person with disability is encouraged to apply</li> </ul>
11	Job Context/ Work Environment	Work at office
12	Salary statement and other benefits	<ul style="list-style-type: none"> <li>• Tk. 18000 - 30000 (Monthly)</li> <li>• The Salary range is not fixed. It will be based on your experience and performance. It might exceed the range as well.</li> <li>&amp;</li> <li>• Tour allowance, Performance bonus, Over time allowance</li> </ul>

		<ul style="list-style-type: none"><li>• Salary Review: Half Yearly</li><li>• Lunch Facilities: Full Subsidize</li><li>• Festival Bonus: 2</li></ul>
<b>13</b>	Special demands and/Physical demands (If any)	Not Specific
<b>14</b>	Work Location / territory	Rajshahi (RajshahiSadar)
<b>15</b>	Work limit (if any)	Not Specific
<b>16</b>	Application Deadline and how to apply	20 Mar 2022& Online link given
<b>17</b>	Include Data and other relevant	Published On 6 Mar 2022 & Link: <a href="https://jobs.bdjjobs.com/jobdetails.asp?id=1035751&amp;fcid=8&amp;ln=1">https://jobs.bdjjobs.com/jobdetails.asp?id=1035751&amp;fcid=8&amp;ln=1</a>

## **Job Profile 3**

### **UI & UX Designer**

**mPower Social Enterprises Ltd.**



[View all jobs of this company](#)

#### **Vacancy**

01

#### **Job Context**

Duty Station: Head Office in Banani, Dhaka. Occasional field visits outside Dhaka may be required.

#### **Job Responsibilities**

- Validation of ideas and designs regarding prototypes and application interface using A/B tests and product performance.
- Collaboration and communication with both cross-functional teams and clients.
- Develop sketches, wireframes and mockups of systems/applications in successive sequences whenever relevant.
- Engage in field process analysis and user-centered design activities to validate assumptions in addition to the generation of summarized reports on user-data analysis, persona profiles, ideation techniques, scenarios and storyboards, prototype insights.
- Establish/iterate interaction design processes to optimize workflow in project management cycle.
- Develop business around HCD and UX design for the development sector.

#### **Employment Status**

Full-time

#### **Educational Requirements**

- Bachelor Degree in Computer Science & Engineering, Information Technology or any other relevant discipline from any reputed university.
- Educational qualification may be relaxed for highly skilled candidates.

### **Experience Requirements**

- 3 to 5 year(s)

### **Additional Requirements**

- (3-5) years of working experience in relevant field.
- Strong understanding of HTML5 and CSS3 capabilities, JavaScript is a plus.
- Strong understanding of mobile and web interface patterns and guidelines.
- Excellent graphic design skill, color theory, fonts and illustration.
- The applicants should have experience in the following area(s): Graphics Design, UI design, UX design.
- A strong portfolio which demonstrates a range of tools and techniques and considerable ROI for a range of clients.
- Expertise in Adobe Photoshop, Adobe Illustrator, UX design in Adobe XD or MUSE is a plus.
- Knowledge of Design Thinking process.
- Understanding of interaction design principles.
- Must have Concept of wireframing, Prototyping.
- Should have clear idea about Material design and Human Centered Design, Responsive design layout.
- Experienced with strong understanding in Front-End and UI Development.
- Strong time management skills, ability to manage multiple projects and deadlines including discernment of which projects are of greatest value to the company and marketing team.

### **Job Location**

Dhaka (Banani)

### **Salary**

Negotiable

### **Job Source**

Bdjobs.com Online Job Posting.

### **Apply Procedure**

To us your CV will represent yourself even before we meet. Take your time and prepare your CV by highlighting your qualities and achievements which best suits this circular and e-mail to career@mpower-social.com with subject line, "Application for the position of UI and UX Designer" by the 26th of March, 2022.

Please provide your portfolio along with your job application.

\*Candidates are encouraged to apply as soon as possible. We will be conducting several interview sessions before the application deadline and as soon as we find a suitable candidate, we will select that candidate and move on ahead with that individual. mPower aims to attract and select a diverse workforce ensuring equal opportunity to everyone. Qualified female candidates are encouraged to apply.

Application Deadline : **26 Mar 2022**

## **Published On**

7 Mar 2022

## **Company Information**

mPower Social Enterprises Ltd. Business : About mPower: mPower Social Enterprises was founded by graduate students of Harvard University and MIT in 2008. Currently based in Dhaka (Bangladesh), mPower has partnered with more than 30 of the world's leading development organizations across 8 countries to amplify the impact of development programs through innovative use of ICTs. Our partners/ funders include BRAC, Save the Children, CARE International, Oxfam, Winrock International, The Asia Foundation, Grameen, World Bank, UNDP, UNICEF, WHO, DFID, USAID, Population Council, Harvard and Johns Hopkins University. mPower has won a number of competitive innovation awards both at international and national levels, including USAID Global Development Award, Gates Innovation Challenge, Grand Challenges Canada etc.

Vision: A world where everyone has access to quality services

Mission: We partner with development organizations to amplify the impact and outreach of their interventions by leveraging the power of information and communication technologies

mPower's Services:

We help implementers harness the power of innovative design, information technologies, and market forces to ensure delivery of quality services to the underserved

We design and build solutions that allow implementing organizations,

to provide more timely and higher quality services using frontline workforces

to collect field data for better decision-making, organizational learning and monitoring

to develop capacity of community members so as to positively influence choices and behavior

to empower community members to report abnormalities and hold service providers accountable

to take market-driven approaches to service delivery rather than subsidy-driven in order to ensure sustainability

Follow

Serial	Content to be included	Content
1	Title of the job	UI & UX Designer
2	Organization name: Department: Reporting Relationship (if any)	mPower Social Enterprises Ltd.
3	Position Description/Job summary/Job purpose summery	UI & UX Designer
4	Number of Vacancy	1
5	Job nature: Part time/Full time/contractual, working hour	Full-time, Part-time, Contractual.
6	Job Responsibility	<ul style="list-style-type: none"><li>• Validation of ideas and designs regarding prototypes and application interface using A/B tests and product performance.</li><li>• Collaboration and communication with both cross-functional teams and clients.</li><li>• Develop sketches, wireframes and mockups of systems/applications in successive sequences whenever relevant.</li><li>• Engage in field process analysis and user-centered design activities to validate assumptions in addition to the generation of summarized reports on user-data analysis, persona profiles, ideation techniques, scenarios and storyboards, prototype insights.</li><li>• Establish/iterate interaction design processes to optimize workflow in project management cycle.</li><li>• Develop business around HCD and UX design for the development sector.</li></ul>
7	Primary Objective	Not Specific
8	Specific Responsibility of the job/job role	Not Specific

[illegible]



<b>11</b>	Job Context/ Work Environment	Not Specific
<b>12</b>	Salary statement and other benefits	<ul style="list-style-type: none"> <li>• Tk. 30000 - 50000 (Monthly)</li> <li>• We need 2/3 senior person who can work as a part time weekly 2 days or 5 days full-time.</li> </ul> <p>&amp;</p> <ul style="list-style-type: none"> <li>• Tour allowance, Medical allowance, Performance bonus, Weekly 2 holidays, Gratuity, Over time allowance</li> <li>• Salary Review: Half Yearly</li> <li>• Festival Bonus: 2</li> <li>• Over time allowance</li> <li>• Lunch Facilities: Partially Subsidise</li> <li>• Male and females are allowed to apply</li> <li>• Weekly 5 days (You can choose 2 days too)</li> <li>• Office-time (10 AM - 7:30 PM)</li> <li>• Unlimited Tea, Coffee</li> <li>• Access to High-Speed Internet</li> <li>• Fun and friendly working environment</li> <li>• Generous vacation policy</li> <li>• Choice of OS: Linux or MacOS or Windows</li> </ul>
<b>13</b>	Special demands and/Physical demands (If any)	Not Specific
<b>14</b>	Work Location / territory	Dhaka (Banani)
<b>15</b>	Work limit (if any)	Not Specific
<b>16</b>	Application Deadline and how to apply	26 Mar 2022
<b>17</b>	Include Data and other relevant	<p>Published On 7 Mar 2022</p> <p>Link : <a href="https://jobs.bdjobs.com/jobdetails.asp?id=1035657&amp;fcid=8&amp;ln=1">https://jobs.bdjobs.com/jobdetails.asp?id=1035657&amp;fcid=8&amp;ln=1</a></p>

## **Job profile 4**

### **Senior Designer (AutoCad)**

#### **Global Automation Limited**

[View all jobs of this company](#)

#### **Vacancy**

1

#### **Job Context**

Our creative team is looking for an AutoCad expert who has sound knowledge on Product design.

#### **Job Responsibilities**

- Prepare Architectural 2D and 3D drawing of Product Design Concept, Plan, Elevation and Section, with Detail Working drawing.
- Excellent graphical representation skill.
- Good 3D visualization and rendering skill.
- Develop concepts and detailed design and drawings.
- Periodic supervision of ongoing work.
- Drafting the drawings as required.
- Skilled in Auto Cad 2D, 3D, Max, v-ray, Lumion etc.
- Discuss designs with clients or manufacturers for a custom order
- Generate sample designs using computer-aided design (CAD), card models, sketches, or hard prototypes.
- Use software packages such as AutoCAD, Inventor, Solid Works and Photoshop.
- Prepare detailed final designs.
- Communicate with production department staff (such as production managers, marketing staff ) about the process of manufacture.
- Prepare production drawings and detailed final designs
- Making document BOM, Boring, operation, kit list and Assemble.

#### **Employment Status**

Full-time

#### **Educational Requirements**

- Not mandatory, Best Skill accepted on: 3d Design, 3d Modeler, Auto CAD 2D 3D, Photoshop

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### **Experience Requirements**

- 2 to 6 year(s)
- The applicants should have experience in the following area(s):  
2D 3D (Auto Cad), 3D Studio MAX with VRay Render, AutoCAD

### **Additional Requirements**

- Age 25 to 40 years
- Only males are allowed to apply
- Creativity and practical ability.
- Problem-solving skills.
- Good communication skills.
- Drawing and Auto CAD, 3ds Max, SolidWorks, Photoshop, MS Excel software skills.

### **Job Location**

Dhaka

### **Salary**

- Negotiable
- Yearly Increment and project incentive facility.

### **Compensation & Other Benefits**

- T/A, Mobile bill, Tour allowance, Performance bonus, Provident fund
- Festival Bonus: 2

### **Job Source**

Bdjobs.com Online Job Posting.

[Apply Online](#)

Application Deadline : **6 Apr 2022**

Serial	Content to be included	Content
1	Title of the job	Senior Designer (AutoCad)
2	Organization name: Department: Reporting Relationship (if any)	Global Automation Limited
3	Position Description/Job summary/Job purpose summery	Senior Designer
4	Number of Vacancy	1
5	Job nature: Part time/Full time/contractual, working hour	Full-Time
6	Job Responsibility	<ul style="list-style-type: none"> <li>• Prepare Architectural 2D and 3D drawing of Product Design Concept, Plan, Elevation and Section, with Detail Working drawing.</li> <li>• Excellent graphical representation skill.</li> <li>• Good 3D visualization and rendering skill.</li> <li>• Develop concepts and detailed design and drawings.</li> <li>• Periodic supervision of ongoing work.</li> <li>• Drafting the drawings as required.</li> <li>• Skilled in Auto Cad 2D, 3D, Max, v-ray, Lumion etc.</li> <li>• Discuss designs with clients or manufacturers for a custom order</li> <li>• Generate sample designs using computer-aided design (CAD), card models, sketches, or hard prototypes.</li> <li>• Use software packages such as AutoCAD, Inventor, Solid Works and Photoshop.</li> <li>• Prepare detailed final designs.</li> <li>• Communicate with production department staff (such as production managers, marketing staff ) about the process of manufacture.</li> <li>• Prepare production drawings and detailed final designs</li> </ul> <p>Making document BOM, Boring, operation, kit list and Assemble.</p>
7	Primary Objective	Not Specific
8	Specific Responsibility of the job/job role	Not Specific

<b>9</b>	<p>Requirements:</p> <p>c. Educational requirement:</p> <p>d. Experience requirement:</p> <p>e. Additional Requirements:</p>	<ul style="list-style-type: none"> <li>Not mandatory, Best Skill accepted on: 3d Design, 3d Modeler, Auto CAD 2D 3D, Photoshop</li> <li>2 to 6 year(s)</li> <li>The applicants should have experience in the following area(s): 2D 3D (Auto Cad), 3D Studio MAX with VRay Render, AutoCAD</li> <li>Age 25 to 40 years</li> <li>Only males are allowed to apply</li> <li>Creativity and practical ability.</li> </ul>
<b>10</b>	Essential additional skills (if any require) and Personalities	<ul style="list-style-type: none"> <li>Both males and females are allowed to apply</li> </ul>
<b>11</b>	Job Context/ Work Environment	Our creative team is looking for an AutoCad expert who has sound knowledge on Product design.
<b>12</b>	Salary statement and other benefits	<p>Negotiable &amp;</p> <ul style="list-style-type: none"> <li>Lunch Facilities: Full Subsidize</li> <li>Salary Review: Yearly</li> <li>Festival Bonus: 2</li> <li>Chance to work with international clients</li> <li>Excellent working Environment</li> <li>Working with the most updated technology</li> <li>Leading Android team</li> </ul>
<b>13</b>	Special demands and/Physical demands (If any)	Not Specific
<b>14</b>	Work Location / territory	Anywhere in Bangladesh
<b>15</b>	Work limit (if any)	Not Specific
<b>16</b>	Application Deadline and how to apply	6 Apr 2022 & Online link given
<b>17</b>	Include Data and other relevant	<p>Published On 7 Mar 2022</p> <p>Link : <a href="https://jobs.bdjobs.com/jobdetails.asp?id=1036310&amp;fcid=8&amp;ln=1">https://jobs.bdjobs.com/jobdetails.asp?id=1036310&amp;fcid=8&amp;ln=1</a></p>

**Job profile 5**

**Jr. Software Engineer**  
**Interstoff Apparels Limited**

**Vacancy**

2

**Job Responsibilities**

- Must know about Xml and its parsing technique, Store Procedure, Query optimization and MS SQL Server.
- Must have good analytic skills and developing web applications using Vanilla JS, ASP Classic, Raw PHP, Visual Basic, VB Script.
- It would be better if have a knowledge of XAML.
- Install, design and maintain database system software and implement database security.
- Implement a Business Continuity solution for the database environment, including the installation and Configuration of database software and replication processes.
- Set and maintain database standards.
- Complete other duties as assigned.

**Employment Status**

Full-time

**Workplace**

- Work at office

**Educational Requirements**

- B.Sc degree in Computer Science and Engineering .

**Experience Requirements**

- 1 to 2 year(s)

**Additional Requirements**

- Age 22 to 26 years
- Positive working attitude;

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- Ability to react to project adjustments and alterations promptly and efficiently;
- Ability to effectively prioritize and execute tasks in a high-pressure environment;
- Fluent in reading and writing English, while having a competent level of English listening and speaking ability.

**Job Location**

Gazipur

**Salary**

Negotiable

**Compensation & Other Benefits**

- Service Benefit as per Country Law
- Dormitory Facility
- Transport: Pick & Drop
- Salary Review: Yearly
- Festival Bonus: 2 yearly

**Job Source**

Bdjobs.com Online Job Posting.

[Apply Online](#)

Application Deadline : **6 Apr 2022**

Serial	Content to be included	Content
1	Title of the job	Tech Job, Programming Division
2	Organization name: Department: Reporting Relationship (if any)	Interstoff Apparels Limited
3	Position Description/Job summary/Job purpose summery	Jr. Software Engineer
4	Number of Vacancy	2
5	Job nature: Part time/Full time/contractual, working hour	Full-Time
6	Job Responsibility	<ul style="list-style-type: none"> <li>• Must know about Xml and its parsing technique, Store Procedure, Query optimization and MS SQL Server.</li> <li>• Must have good analytic skills and developing web applications using Vanilla JS, ASP Classic, Raw PHP, Visual Basic, VB Script.</li> <li>• It would be better if have a knowledge of XAML.</li> <li>• Install, design and maintain database system software and implement database security.</li> <li>• Implement a Business Continuity solution for the database environment, including the installation and Configuration of database software and replication processes.</li> <li>• Set and maintain database standards.</li> <li>• Complete other duties as assigned.</li> </ul>
7	Primary Objective	Not Specific
8	Specific Responsibility of the job/job role	Not Specific
9	Requirements: f. Educational requirement g. Experience requirement:	<ul style="list-style-type: none"> <li>• B.Sc degree in Computer Science and Engineering .</li> <li>• 1 to 2 year(s)</li> </ul>
10	Essential additional skills (if any require) and Personalities	<ul style="list-style-type: none"> <li>• Age 22 to 26 years</li> <li>• Positive working attitude;</li> <li>• Ability to react to project adjustments and alterations promptly and efficiently;</li> <li>• Ability to effectively prioritize and execute tasks in a high-pressure environment;</li> <li>• Fluent in reading and writing English, while having a competent level of English listening and speaking ability.</li> </ul>
11	Job Context/ Work Environment	Not Specific
12	Salary statement and other benefits	Negotiable & <ul style="list-style-type: none"> <li>• Service Benefit as per Country Law</li> </ul>



		<ul style="list-style-type: none"> <li>• Dormitory Facility</li> <li>• Transport: Pick &amp; Drop</li> <li>• Salary Review: Yearly</li> <li>• Festival Bonus: 2 yearly</li> </ul>
<b>13</b>	Special demands and/Physical demands (If any)	Not Specific
<b>14</b>	Work Location / territory	Gazipur
<b>15</b>	Work limit (if any)	Not Specific
<b>16</b>	Application Deadline and how to apply	6 Apr 2022 & Online link given
<b>17</b>	Include Data and other relevant	Published On 7 Mar 2022 & Link : <a href="https://jobs.bdjobs.com/jobdetails.asp?id=1036247&amp;fcatlId=8&amp;ln=1">https://jobs.bdjobs.com/jobdetails.asp?id=1036247&amp;fcatlId=8&amp;ln=1</a>

## **Job Profile 6**

### **Junior Executive Accounts**

#### **Mika Securities Limited**

[View all jobs of this company](#)

#### **Vacancy**

Not specific

#### **Job Responsibilities**

- Daily Cash/ Cheque Receipt & Payment
- Payment to client by BEFTN, RTGS, NPSB,
- Cash Management
- Maintaining Bank and Cash Book
- Prepared Bank Reconciliation Statement
- Preserve Documents to related file & other support to management time to time as per requirement

#### **Employment Status**

Full-time

#### **Workplace**

- Work at office

#### **Educational Requirements**

- Master of Commerce (MCom) in Accounting, Finance
- Skills Required: Accounts, MS Word/ Excel/ PowerPoint/ OneNote

#### **Experience Requirements**

- 2 to 4 year(s)
- The applicants should have experience in the following area(s):  
Accounts

#### **Additional Requirements**

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- Age 25 to 30 years

**Job Location**

Dhaka (Banani)

**Salary**

Negotiable

**Compensation & Other Benefits**

- Mobile bill, Provident fund, Weekly 2 holidays, Gratuity
- Festival Bonus: 2

**Job Source**

Bdjobs.com Online Job Posting.

**Apply Procedure**

If you feel that you are the right person for the above mentioned position, please send your detailed resume to email address: [info@pegasusbd.com](mailto:info@pegasusbd.com) or by Courier to PEGASUS SEWING MACHING PTE. LTD. Bangladesh Liaison Office Masum Plaza (9th Floor), House # 13, Road # 15, Sector # 03, Uttara, Dhaka-1230 <https://www.pegasus.co.jp>

Application Deadline : **5 Apr 2022**

Serial	Content to be included	Content
1	Title of the job	Junior Executive Accounts
2	Organization name: Department: Reporting Relationship (if any)	Mika Securities Limited
3	Position Description/Job summary/Job purpose summery	Junior Executing Officer
4	Number of Vacancy	Not Specific
5	Job nature: Part time/Full time/contractual, working hour	Full-Time
6	Job Responsibility	<ul style="list-style-type: none"> <li>• Daily Cash/ Cheque Receipt &amp; Payment</li> <li>• Payment to client by BEFTN, RTGS, NPSB,</li> <li>• Cash Management</li> <li>• Maintaining Bank and Cash Book</li> <li>• Prepared Bank Reconciliation Statement</li> <li>• Preserve Documents to related file &amp; other support to management time to time as per requirement</li> </ul>
7	Primary Objective	Not Specific
8	Specific Responsibility of the job/job role	Not Specific
9	Requirements: a.Educational requirement: b.Experience requirement:	<ul style="list-style-type: none"> <li>• Bachelor degree from any discipline</li> <li>• Not Specific</li> </ul>
10	Essential additional skills (if any require) and Personalities	<ul style="list-style-type: none"> <li>• Age 23 to 30 years</li> <li>• Female candidates are encouraged to apply</li> <li>• Excellent interpersonal skills</li> <li>• Good command in spoken &amp; written English with Computer skills</li> </ul>
11	Job Context/ Work Environment	Pegasus Sewing Machine Pte. Ltd. a leading Japanese industrial sewing machine manufacturing Company, head office in Osaka Japan, inviting applications for the following position for Bangladesh Liaison office. Please send your Resume by Email/Courier within 30 days of published this advertisement. Any direct communication will be treated as disqualification for recruitment.
12	Salary statement and other benefits	<ul style="list-style-type: none"> <li>• Not Specific</li> </ul>

		<ul style="list-style-type: none"> <li>Not Specific</li> </ul>
<b>13</b>	Special demands and/Physical demands (If any)	Not Specific
<b>14</b>	Work Location / territory	Dhaka (Banani )
<b>15</b>	Work limit (if any)	Not Specific
<b>16</b>	Application Deadline and how to apply	5 Apr 2022 & E-mail
<b>17</b>	Include Data and other relevant	Published On 7 Mar 2022 & Link : <a href="https://jobs.bdjobs.com/jobdetails.asp?id=1036041&amp;fcid=6&amp;ln=1">https://jobs.bdjobs.com/jobdetails.asp?id=1036041&amp;fcid=6&amp;ln=1</a>

### **Job Profile 7**

## **Relationship Manager/ Sr. Relationship Manager (SEO/AVP/SAVP), Corporate Banking-Chattogram**

### **The City Bank Limited**

#### **Vacancy**

Not specific

#### **Job Context**

The City Bank Limited, started operation in 1983, is one of the oldest & fastest growing private Commercial Banks in Bangladesh. It offers a full range of banking products and services covering all over Bangladesh with 127 Branch Network serving 748,000+ customers. At City Bank, we are working to make banking better for everyone. We are looking for smart, team-oriented people who want to be a part of Corporate Banking team that gives people the tools they need to meet their financial goals. The business also operates in a highly competitive banking environment competing for local & international business where we have a "right to win". The individual will join a growing and dynamic team and step into a multi-faceted role that offers the opportunity to significantly and positively impact the continued growth within the organization. The purpose of the role is to build and manage rapport with corporate clients so as to ensure optimum customer acquisition, retention and income generation from sales of all appropriate Assets, Liability, Trade and Cash management products of the bank. The role is expected to generate revenue pools for the bank through corporate sales, leading to fee based income & CASA - 'contribution to the bottom line'.

#### **Job Responsibilities**

- The Corporate Relationship Manager has primary relationship accountability for assigned clients and overall responsibility for servicing and maximizing the profitability of client relationships
- The role will develop an individual business plan, consistent with the bank's plan, to target companies within the target segment. This role will be responsible for executing the business plan by making calls, seeking referrals and developing influential relationships within the market
- Manages and expands existing portfolio by overseeing credit renewals, resolving problems and cross-selling other products with the assistance of product specialists
- The role holder is expected to acquire, retain, and expand relationships with the customers we want to bank within the segment, by profitably identifying and meeting their needs
- Collaborating with product partners to identify and match customer needs with relevant expertise
- Ensure early identification of problem relationships and take action where there are potential and existing problem accounts to protect Bank's interests
- Exercise effective portfolio stewardship and control, ensuring adherence to all relevant Risk policies, Audit and Compliance standards

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**Employment Status**

Full-time

**Workplace**

- Work at office

**Educational Requirements**

- Graduation (4 years) in any discipline from any recognized university

**Experience Requirements**

- At least 5 year(s)

**Additional Requirements**

- Both males and females are allowed to apply
- Minimum of 5 years experience in managing Corporate Banking relationships
- Proven ability in identifying and meeting customer needs through matching a broad range of products and services
- Good level of business acumen and commercial awareness, including economic, cultural, procedural and regulatory issues
- Excellent interpersonal skills and ability to interact and build relationships with internal and external stakeholders
- Strong analytical & credit assessment skills, particularly with regard to more complex and structured facilities

**Job Location**

Chattogram

**Job Source**

Bdjobs.com Online Job Posting.

[Apply Online](#)

Application Deadline : **13 Mar 2022**

Serial	Content to be included	Content
1	Title of the job	Banking
2	Organization name: Department: Reporting Relationship (if any)	The City Bank Limited
3	Position Description/Job summary/Job purpose summery	Relationship Manager/ Sr. Relationship Manager (SEO/AVP/SAVP), Corporate Banking-Chattogram
4	Number of Vacancy	Not Specific
5	Job nature: Part time/Full time/contractual, working hour	Full-Time
6	Job Responsibility	<ul style="list-style-type: none"> <li>The Corporate Relationship Manager has primary relationship accountability for assigned clients and overall responsibility for servicing and maximizing the profitability of client relationships</li> <li>The role will develop an individual business plan, consistent with the bank's plan, to target companies within the target segment. This role will be responsible for executing the business plan by making calls, seeking referrals and developing influential relationships within the market</li> <li>Manages and expands existing portfolio by overseeing credit renewals, resolving problems and cross-selling other products with the assistance of product specialists</li> <li>The role holder is expected to acquire, retain, and expand relationships with the customers we want to bank within the segment, by profitably identifying and meeting their needs</li> <li>Collaborating with product partners to identify and match customer needs with relevant expertise</li> <li>Ensure early identification of problem relationships and take action where there are potential and existing problem accounts to protect Bank's interests</li> <li>Exercise effective portfolio stewardship and control, ensuring adherence to all relevant Risk policies, Audit and Compliance standards</li> </ul>
7	Primary Objective	Not Specific
8	Specific Responsibility of the job/job role	Not Specific
9	Requirements: a.Educational requirement: b.Experience requirement:	<ul style="list-style-type: none"> <li>Graduation (4 years) in any discipline from any recognized university</li> <li>At least 5 year(s)</li> </ul>
10	Essential additional skills (if any require) and Personalities	<ul style="list-style-type: none"> <li>Both males and females are allowed to apply</li> </ul>



		<ul style="list-style-type: none"> <li>• Minimum of 5 years experience in managing Corporate Banking relationships</li> <li>• Proven ability in identifying and meeting customer needs through matching a broad range of products and services</li> <li>• Good level of business acumen and commercial awareness, including economic, cultural, procedural and regulatory issues</li> <li>• Excellent interpersonal skills and ability to interact and build relationships with internal and external stakeholders</li> <li>• Strong analytical &amp; credit assessment skills, particularly with regard to more complex and structured facilities</li> <li>• The ideal candidate must maintain comprehensive knowledge of the bank's products, services and credit standards, trends in corporate banking pricing and products. Additionally, they must exhibit effective sales and customer service practices and have a firm grasp on relevant legal issues and other necessary information</li> </ul>
<b>11</b>	Job Context/ Work Environment	The City Bank Limited, started operation in 1983, is one of the oldest & fastest growing private Commercial Banks in Bangladesh. It offers a full range of banking products and services covering all over Bangladesh with 127 Branch Network serving 748,000+ customers. At City Bank, we are working to make banking better for everyone. We are looking for smart, team-oriented people who want to be a part of Corporate Banking team that gives people the tools they need to meet their financial goals. The business also operates in a highly competitive banking environment competing for local & international business where we have a "right to win". The individual will join a growing and dynamic team and step into a multi-faceted role that offers the opportunity to significantly and positively impact the continued growth within the organization. The purpose of the role is to build and manage rapport with corporate clients so as to ensure optimum customer acquisition, retention and income generation from sales of all appropriate Assets, Liability, Trade and Cash management products of the bank. The role is expected to generate revenue pools for the bank through corporate sales, leading to fee based income & CASA - 'contribution to the bottom line'.
<b>12</b>	Salary statement and other benefits	Not Specific & Not Specific
<b>13</b>	Special demands and/Physical demands (If any)	Not Specific
<b>14</b>	Work Location / territory	Chattogram
<b>15</b>	Work limit (if any)	Not Specific
<b>16</b>	Application Deadline and how to apply	13 Mar 2022 & Online link given
<b>17</b>	Include Data and other relevant	Published On 7 Mar 2022 & Link : <a href="https://jobs.bdjobs.com/jobdetails.asp?id=1036241&amp;fcid=2&amp;ln=1">https://jobs.bdjobs.com/jobdetails.asp?id=1036241&amp;fcid=2&amp;ln=1</a>

### **Job Profile 8**

## **Deputy Manager – Operations (Gloria Jean's Coffees, La Tarte Bakery & Pastry)**

### **Navana Foods Limited**

#### **Vacancy**

Not specific

#### **Job Responsibilities**

- Monitor outlets' operation to ensure satisfactory cut service.
- Manage SOP development and implementation, product management, inventory, cost control and sales projections
- Ensure outlet-based business promotion including corporate visits
- Monitor operation and outlets' maintenance work
- Ensure training of new and existing team members for effective service
- Contribute to research and development for new products

#### **Employment Status**

Full-time

#### **Educational Requirements**

- Bachelor's degree in any discipline.

#### **Experience Requirements**

- At least 8 year(s)
- The applicants should have experience in the following area(s):  
Food Chain shop, Marketing, Retail Outlets
- The applicants should have experience in the following business area(s):  
Chain shop, Coffee Shop, Restaurant

#### **Additional Requirements**

- Demonstrated understanding about restaurant and/or coffeehouse chain operations
- Strong communication and persuasion skills
- Ability to manage stakeholders
- People leadership and coordination

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- Customer orientation
- Working knowledge of Microsoft Office Suites

**Job Location**

Dhaka

**Salary**

- Competitive

**Compensation & Other Benefits**

- Mobile Bill
- Festival Bonus: 2 (Yearly)
- Group Life Insurance
- Gratuity

**Job Source**

Bdjobs.com Online Job Posting.

**Apply Procedure**

[Apply Online](#)

Application Deadline: **12 Mar 2022**

Serial	Content to be included	Content
1	Title of the job	Food Management
2	Organization name: Department: Reporting Relationship (if any)	Navana Foods Limited
3	Position Description/Job summary/Job purpose summary	Deputy Manager – Operations (Gloria Jean's Coffees, La Tarte Bakery & Pastry)
4	Number of Vacancy	Not Specific
5	Job nature: Part time/Full time/contractual, working hour	Full-Time
6	Job Responsibility	<ul style="list-style-type: none"> <li>• Monitor outlets' operation to ensure satisfactory cut service.</li> <li>• Manage SOP development and implementation, product management, inventory, cost control and sales projections</li> <li>• Ensure outlet based business promotion including corporate visits</li> <li>• Monitor operation and outlets' maintenance work</li> <li>• Ensure training of new and existing team members for effective service</li> <li>• Contribute to research and development for new products</li> </ul>
7	Primary Objective	Not Specific
8	Specific Responsibility of the job/job role	Not Specific
9	Requirements: a.Educational requirement: b.Experience requirement:	<ul style="list-style-type: none"> <li>• Bachelor's degree in any discipline.</li> <li>• At least 8 year(s)</li> <li>• The applicants should have experience in the following area(s): Food Chain shop, Marketing, Retail Outlets</li> <li>• The applicants should have experience in the following business area(s): Chain shop, Coffee Shop, Restaurant</li> </ul>
10	Essential additional skills (if any require) and Personalities	<ul style="list-style-type: none"> <li>• Demonstrated understanding about restaurant and/or coffeehouse chain operations</li> <li>• Strong communication and persuasion skills</li> <li>• Ability to manage stakeholders</li> <li>• People leadership and coordination</li> <li>• Customer orientation</li> <li>• Working knowledge of Microsoft Office Suites</li> </ul>
11	Job Context/ Work Environment	Not Specific

<b>12</b>	Salary statement and other benefits	<ul style="list-style-type: none"> <li>• Competitive &amp;</li> <li>➤ Mobile Bill</li> <li>➤ Festival Bonus: 2 (Yearly)</li> <li>➤ Group Life Insurance</li> <li>➤ Gratuity</li> </ul>
<b>13</b>	Special demands and/Physical demands (If any)	Not Specific
<b>14</b>	Work Location / territory	Dhaka
<b>15</b>	Work limit (if any)	Not Specific
<b>16</b>	Application Deadline and how to apply	12 Mar 2022 & Online link given
<b>17</b>	Include Data and other relevant	<b>Published On</b> 7 Mar 2022 & Link: <a href="https://jobs.bdjobs.com/jobdetails.asp?id=1036218&amp;fcid=20&amp;ln=1">https://jobs.bdjobs.com/jobdetails.asp?id=1036218&amp;fcid=20&amp;ln=1</a>

## Job Profile 9

### **Manager - Quality Control & Assurance**

#### **Healthy Choice Food & Beverage Ltd**



[View all jobs of this company](#)

#### **Vacancy**

01

#### **Job Context**

Healthy Choice Food & Beverage Limited is looking for considerable experienced energetic Food & Beverage Industry / FMCG background Candidates who has dedication, sincerity; excellent knowledge of the entire Food Production, Product Development & Innovation related activities and has courage enough to take the challenge for creating a new trait of glory. Thus, we are seeking experienced, dynamic candidates for the position of Manager - Quality Control & Assurance. Candidates who consider themselves confident to work as Manager - Quality Control & Assurance are welcome to apply.

#### **Job Responsibilities**

- Should have sound knowledge to maintaining quality control, development & innovation of Backers & snacks Item.
- Proven track record & skills to develop Biscuits, Cookies, Cake, Wafer, Powder Drinks, Chocolate Products, and Snacks Item. Must able to carry out Overall Assurance of High Standard quality production.
- Provide leadership for the successful day-to-day operation of the Product development, Innovation, Quality control & assurance.
- Able to formulate Production SOP as well as ISO, GMP standard implementation for factory plant.
- To ensure quality parameters at every step of production line regularly.
- Monitor production to ensure that they meet desire production standard.
- Discuss inspection result with responsible production personnel & take prompt action plan to carry out best product.
- Responsible for Segregate all products and materials that fail to meet specification as per SOP.

- Maintain all controlled documents in a timely and accurate manner.
- To ensure hygiene compliances both of production plant and personal.
- Ensure that all the SOP's of Quality assurance operational activities, as well as internal and external stakeholders, are being followed & take immediate necessary actions if any mishap/violation/ compliant is found.
- Must have the ability to provide required information/ Data in the form of a report in a very short period of notice to immediate superior/GM-Factory/Operation Manager - Factory/HRD & HO Officials.
- To Perform & execute KRA e.g. – Product Development, Product Innovation, Consistency of QA, SOP of all Quality Control & Production steps.
- Coordinate with HOD - Factory to develop Production planning, Various Report Analysis, forecasting and executing to achieve company best production objective with accountable manner.
- Planning and organizing Production schedules, to oversee & Managing Food safety from raw materials to finished product by implement & strictly following Hazard Analysis Critical Control Points (HACCP) Method.
- Any other kind of task that management may require to be done.

### **Employment Status**

Full-time

### **Educational Requirements**

- Graduate with relevant subjects. Preferably MSc in Chemistry/Biochemistry/Applied Chemistry/ Microbiology/ Food Technology.

### **Experience Requirements**

- 5 to 8 year(s)

### **Additional Requirements**

- Age at least 30 years
- Minimum 5-8 Years in Food & Beverage Industry.
- Excellent communication & Team skills.
- Demonstrable experience in developing product standard and production plans.
- Pleasant personality & able to lead QC & QA team.
- Good team player well organized, initiative, and detail-oriented.

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- Should have sound knowledge in MS Excel, MS PowerPoint Presentation, and ERP etc.

**Job Location**

Moulvibazar (Sreemangal)

**Salary**

Negotiable

**Compensation & Other Benefits**

- As per Company Policy

**Job Source**

Bdjobs.com Online Job Posting.

**Apply Procedure**

[Apply Online](#)

Application Deadline: **6 Apr 2022**



Serial	Content to be included	Content
1	Title of the job	Food Health
2	Organization name: Department: Reporting Relationship (if any)	Healthy Choice Food & Beverage Ltd
3	Position Description/Job summary/Job purpose summary	Manager - Quality Control & Assurance
4	Number of Vacancy	01
5	Job nature: Part time/Full time/contractual, working hour	Full-Time
6	Job Responsibility	<ul style="list-style-type: none"> <li>• Should have sound knowledge to maintaining quality control, development &amp; innovation of Backers &amp; snacks Item.</li> <li>• Proven track record &amp; skills to develop Biscuits, Cookies, Cake, Wafer, Powder Drinks, Chocolate Products, and Snacks Item. Must able to carry out Overall Assurance of High Standard quality production.</li> <li>• Provide leadership for the successful day-to-day operation of the Product development, Innovation, Quality control &amp; assurance.</li> <li>• Able to formulate Production SOP as well as ISO, GMP standard implementation for factory plant.</li> <li>• To ensure quality parameters at every step of production line regularly.</li> <li>• Monitor production to ensure that they meet desire production standard.</li> <li>• Discuss inspection result with responsible production personnel &amp; take prompt action plan to carry out best product.</li> <li>• Responsible for Segregate all products and materials that fail to meet specification as per SOP.</li> <li>• Maintain all controlled documents in a timely and accurate manner.</li> <li>• To ensure hygiene compliances both of production plant and personal.</li> <li>• Ensure that all the SOP's of Quality assurance operational activities, as well as internal and external stakeholders, are being followed &amp; take immediate necessary actions if any mishap/violation/ compliant is found.</li> <li>• Must have the ability to provide required information/ Data in the form of a report in a very short period of notice to immediate superior/GM-Factory/Operation Manager - Factory/HRD &amp; HO Officials.</li> <li>• To Perform &amp; execute KRA e.g. – Product Development, Product Innovation, Consistency of QA, SOP of all Quality Control &amp; Production steps.</li> <li>• Coordinate with HOD - Factory to develop Production planning, Various Report Analysis, forecasting and executing to achieve company best production objective with accountable manner.</li> <li>• Planning and organizing Production schedules, to oversee &amp; Managing Food safety from raw materials to finished product by implement &amp;</li> </ul>

		<p>strictly following Hazard Analysis Critical Control Points (HACCP) Method.</p> <ul style="list-style-type: none"> <li>Any other kind of task that management may require to be done.</li> </ul>
7	Primary Objective	Not Specific
8	Specific Responsibility of the job/job role	Not Specific
9	<p>Requirements:</p> <p>a.Educational requirement:</p> <p>b.Experience requirement:</p>	<ul style="list-style-type: none"> <li>Graduate with relevant subjects. Preferably MSc in Chemistry/Biochemistry/Applied Chemistry/ Microbiology/ Food Technology.</li> <li>5 to 8 year(s)</li> </ul>
10	Essential additional skills (if any require) and Personalities	<ul style="list-style-type: none"> <li>Age at least 30 years</li> <li>Minimum 5-8 Years in Food &amp; Beverage Industry.</li> <li>Excellent communication &amp; Team skills.</li> <li>Demonstrable experience in developing product standard and production plans.</li> <li>Pleasant personality &amp; able to lead QC &amp; QA team.</li> <li>Good team player well organized, initiative, and detail-oriented.</li> <li>Should have sound knowledge in MS Excel, MS PowerPoint Presentation, and ERP etc.</li> </ul>
11	Job Context/ Work Environment	<p>Healthy Choice Food &amp; Beverage Limited is looking for considerable experienced energetic Food &amp; Beverage Industry / FMCG background Candidates who has dedication, sincerity; excellent knowledge of the entire Food Production, Product Development &amp; Innovation related activities and has courage enough to take the challenge for creating a new trait of glory. Thus, we are seeking experienced, dynamic candidates for the position of Manager - Quality Control &amp; Assurance. Candidates who consider themselves confident to work as Manager - Quality Control &amp; Assurance are welcome to apply.</p>
12	Salary statement and other benefits	Negotiable & As per Company Policy
13	Special demands and/Physical demands (If any)	Not Specific
14	Work Location / territory	Moulvibazar (Sreemangal)
15	Work limit (if any)	Not Specific
16	Application Deadline and how to apply	6 Apr 2022 & Online link given

17	Include Data and other relevant	Published On 7 Mar 2022 & Link: <a href="https://jobs.bdjobs.com/jobdetails.asp?id=1036369&amp;fcid=19&amp;ln=1">https://jobs.bdjobs.com/jobdetails.asp?id=1036369&amp;fcid=19&amp;ln=1</a>
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## **Job Profile 10**

### **Lead of Digital Livestock Services**

**mPower Social Enterprises Ltd.**



[View all jobs of this company](#)

#### **Vacancy**

1

#### **Job Context**

- Are you passionate about changing the world and improving the lives of millions of smallholder farmers in Bangladesh? Are you excited about the use of innovative information and communication technologies (ICT) to make impact? If so, here is a great opportunity for a role where your career growth can meet your personal values. At mPower, we need someone to lead our digital livestock services from design to implementation to commercialization. If you think that you are the right candidate for this position, please apply by the 12th March 2022 for our Lead of Digital Livestock Services vacancy.
- Duty Station: Head Office in Banani, Dhaka with occasional field visits as per project needs.

#### **Job Responsibilities**

- Job Responsibilities:
- The Lead of Digital Livestock Services will have three major categories of responsibilities:
- Project Management
- Field Implementation
- Institutionalization
- Project Management
- Lead mPower's digital livestock services including but not limited to client need assessment, user acquisition, systematic collection of user feedback for service upgradation etc.
- Coordinate with mPower project management focal point for project lifecycle planning and development of digital livestock services.
- Ensure delivery within deadline and budget.
- Write periodic reports.
- 2. Field Implementation

- Coordinate with field teams for implementation of the digital livestock services.
- Design, develop, coordinate, and implement user feedback to improve UI/UX and make
- continuous improvement of digital livestock services.
- Pilot and scale the digital livestock solutions in the field.
- Supervise field staff responsible for implementation of digital services.
- 3. Institutionalization
- Collaborate with government and private stakeholders (e.g., DLS, FAO, Livestock Pharmaceuticals and Artificial Insemination companies) that are relevant for the uptake and upscale of the digital services.
- Understand the stakeholders' strategies, processes, pain points, opportunities and identify ways how the digital services can be plugged into them for a win-win situation.
- Organize and facilitate stakeholder meetings, and pitch digital services to find opportunities for collaboration.
- Define client-specific strategy, conduct pilots with them and measure outcome so that the services can be positioned as a market-driven solutions.

### **Employment Status**

Full-time

### **Educational Requirements**

- Minimum Bachelor's degree in any relevant discipline.

### **Experience Requirements**

- At least 8 year(s)

### **Additional Requirements**

- Minimum 8 (eight) years of relevant experience either in development sector, digital services rollout or livestock private sector.
- Experience of working closely with relevant government bodies, private companies, and development agencies, especially in livestock will get preference.
- Proven networking skills for developing and managing stakeholder relationships.
- Strong verbal and written communication skill to manage internal and external stakeholder

### **Job Location**

Dhaka (Banani)

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### **Salary**

- Salary Range: BDT 1,00,000 - BDT 1,20,000

### **Compensation & Other Benefits**

- Competitive salary package.
- Income tax paid by the company.
- Lunch provided by the company.
- Two festival bonuses.

### **Job Source**

Bdjobs.com Online Job Posting.

### **Read Before Apply**

Application Instructions To us your CV will represent yourself even before we meet. Take your time and prepare your CV highlighting your qualities and achievements which best suits this circular and e-mail to [career@mpower-social.com](mailto:career@mpower-social.com) with the subject line, " Lead of Digital Livestock Services " within the 12th March, 2022.

\*Candidates are encouraged to apply as soon as possible. mPower aims to attract and select a diverse workforce ensuring equal opportunity to everyone. Qualified female candidates are encouraged to apply.

### **Apply Procedure**

Send your CV to [career@mpower-social.com](mailto:career@mpower-social.com)  
Application Deadline : **12 Mar 2022**

Serial	Content to be included	Content
1	Title of the job	Agro
2	Organization name: Department: Reporting Relationship (if any)	mPower Social Enterprises Ltd.
3	Position Description/Job summary/Job purpose summary	Lead of Digital Livestock Services
4	Number of Vacancy	01
5	Job nature: Part time/Full time/contractual, working hour	Full-Time
6	Job Responsibility	<ul style="list-style-type: none"> <li>The Lead of Digital Livestock Services will have three major categories of responsibilities:</li> <li>Project Management</li> <li>Field Implementation</li> <li>Institutionalization</li> <li>Project Management</li> <li>Lead mPower's digital livestock services including but not limited to client need assessment, user acquisition, systematic collection of user feedback for service upgradation etc.</li> <li>Coordinate with mPower project management focal point for project lifecycle planning and development of digital livestock services.</li> <li>Ensure delivery within deadline and budget.</li> <li>Write periodic reports.</li> <li>2. Field Implementation</li> <li>Coordinate with field teams for implementation of the digital livestock services.</li> <li>Design, develop, coordinate, and implement user feedback to improve UI/UX and make</li> <li>continuous improvement of digital livestock services.</li> <li>Pilot and scale the digital livestock solutions in the field.</li> <li>Supervise field staff responsible for implementation of digital services.</li> <li>3. Institutionalization</li> <li>Collaborate with government and private stakeholders (e.g., DLS, FAO, Livestock Pharmaceuticals and Artificial Insemination companies) that are relevant for the uptake and upscale of the digital services.</li> <li>Understand the stakeholders' strategies, processes, pain points, opportunities and identify ways how the digital services can be plugged into them for a win-win situation.</li> <li>Organize and facilitate stakeholder meetings, and pitch digital services to find opportunities for collaboration.</li> <li>Define client-specific strategy, conduct pilots with them and measure outcome so that the services can be positioned as a market-driven solutions.</li> </ul>
7	Primary Objective	Not Specific
8	Specific Responsibility of the job/job role	Not Specific

9	<p>Requirements:</p> <p>a.Educational requirement:</p> <p>b.Experience requirement:</p>	<ul style="list-style-type: none"> <li>• Minimum Bachelor's degree in any relevant discipline.</li> <li>• At least 8 year(s)</li> </ul>
10	<p>Essential additional skills (if any require) and Personalities</p>	<ul style="list-style-type: none"> <li>• Minimum 8 (eight) years of relevant experience either in development sector, digital services rollout or livestock private sector.</li> <li>• Experience of working closely with relevant government bodies, private companies, and development agencies, especially in livestock will get preference.</li> <li>• Proven networking skills for developing and managing stakeholder relationships.</li> <li>• Strong verbal and written communication skill to manage internal and external stakeholder</li> </ul>
11	<p>Job Context/ Work Environment</p>	<ul style="list-style-type: none"> <li>• Are you passionate about changing the world and improving the lives of millions of smallholder farmers in Bangladesh? Are you excited about the use of innovative information and communication technologies (ICT) to make impact? If so, here is a great opportunity for a role where your career growth can meet your personal values. At mPower, we need someone to lead our digital livestock services from design to implementation to commercialization. If you think that you are the right candidate for this position, please apply by the 12th March 2022 for our Lead of Digital Livestock Services vacancy.</li> <li>• Duty Station: Head Office in Banani, Dhaka with occasional field visits as per project needs.</li> </ul>
12	<p>Salary statement and other benefits</p>	<ul style="list-style-type: none"> <li>• Salary Range: BDT 1,00,000 - BDT 1,20,000 &amp;</li> <li>➤ Competitive salary package.</li> <li>➤ Income tax paid by the company.</li> <li>➤ Lunch provided by the company.</li> <li>➤ Two festival bonuses.</li> </ul>



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<b>13</b>	Special demands and/Physical demands (If any)	Not Specific
<b>14</b>	Work Location / territory	Dhaka (Banani)
<b>15</b>	Work limit (if any)	Not Specific
<b>16</b>	Application Deadline and how to apply	6 Apr 2022 & Online link given
<b>17</b>	Include Data and other relevant	Published On 7 Mar 2022 & Link: <a href="https://jobs.bdjjobs.com/jobdetails.asp?id=1033290&amp;fcid=26&amp;ln=1">https://jobs.bdjjobs.com/jobdetails.asp?id=1033290&amp;fcid=26&amp;ln=1</a>

Reference : [www.bdjjobs.com](http://www.bdjjobs.com)