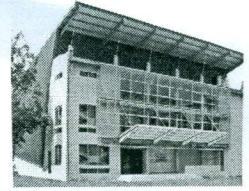


বুয়েট-জাপান ইন্সটিটিউট অব ডিজাস্টার প্রিভেনশন এন্ড আরবান সেফটি
বাংলাদেশ প্রকৌশল বিশ্ববিদ্যালয়, ঢাকা-১০০০

BUET- Japan Institute of Disaster Prevention and Urban Safety
Bangladesh University of Engineering and Technology (BUET), Dhaka-1000.

Phone: 880-2-9662975, 9665650-Ext: 6591, Fax: 880-2-9662975 Web: www.buet.ac.bd/jidpus



Job Opportunity

Date: 12 November, 2014

Applications are invited from Bangladeshi nationals for various full-time and part-time positions for the Sub-Project "Development of Post-Graduate Research and Degree Programs in Disaster Risk Reduction at New Institute on Disaster Prevention and Urban Safety" being implemented (project ends Dec.2016) at BUET-JIDPUS under Higher Education Quality Enhancement Project (HEQEP) of University Grants Commission of Bangladesh.

Position	Qualification	Responsibility
Accountant (Part-Time: 8-10 hrs/week) Monthly Salary: Tk.5000/= (consolidated)	Min. B.Com with advanced knowledge of MS-Excel and at least two years relevant work experience. Masters degree in relevant field may be preferred.	Responsibility includes supervising project accounts record keeping by accounts assistant and preparing financial reports as per HEQEP project requirements.

Interested candidates fulfilling the above requirements are requested to send application with CV, two recent passport size photographs, copies of certificates of academic degrees and experiences to the undersigned **Sub-Project Manager (SPM)** by **4:30 pm on 1 December, 2014**. Application should also be sent by email to the undersigned. The Authority reserves all rights to accept or cancel part or whole of the appointment process without assigning reasons whatsoever. No TA\DA will be provided for this interview. After receiving applications, all communications will be done by E-mail and mobile SMS.

 12.11.14

Dr. Tahmeed M. Al-Hussaini

Director

BUET-Japan Institute of Disaster Prevention & Urban Safety (BUET-JIDPUS)

Bangladesh University of Engineering & Technology (BUET), Dhaka-1000

&

Sub-Project Manager (CP-3140: Development of Post-Graduate Research and Degree Programs in Disaster Risk Reduction at New Institute on Disaster Prevention and Urban Safety)

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