

Government of the People's Republic of Bangladesh
Finance Division, Ministry of Finance
Skills for Employment Investment Program (SEIP) Project
Probashi Kalyan Bhaban (15th Floor)
71-72 Eskaton Garden, Ramna, Dhaka-1000.
www.seip-fd.gov.bd

No. FD/SEIP/Recruitment/138/2015/1590

Date: 12 October 2017

Invitation for Expression of Interest

Title of the Project : Loan No. 3131-BAN, Loan No. 3468-BAN (SF) & Grant No. 0391-BAN(EF)
Skills for Employment Investment Program
Skills Development Coordination and Monitoring Unit (SDCMU)
Executive Agency : Finance Division, Ministry of Finance

A. Project Background

Finance Division, Ministry of Finance of the Government of Bangladesh is implementing the Skills for Employment Investment Program (SEIP) with financial assistance from the Asian Development Bank (ADB) and Swiss Agency for Development and Cooperation (SDC) which is developing workforce equipped with contemporary technical skills and knowledge through vocational training by establishing a mechanism to facilitate collaboration between training institutes and industries which would optimize the utilization of available human resources.

The Skills Development Coordination and Monitoring Unit (SDCMU) has been established to serve as the Program Management Unit (PMU) of the SEIP Project. An Executive Project Director (EPD) will be appointed in the SDCMU on competitive basis. The location of the assignments, qualifications and required experiences are as follows:

B. Assignment Location

Dhaka, Bangladesh with frequent travel requirements to different districts and training institutes outside Dhaka as and when required.

C. Detailed Qualifications, Experiences and Responsibilities

Position	No.	Minimum Qualification	Experience	Responsibilities
Executive Project Director (EPD)	1	Additional Secretary of the Government with relevant track record	<ul style="list-style-type: none">• Three years' experience to administer government project• Must have computer literacy• Have exposure to budget execution and monitoring process	<ul style="list-style-type: none">• Establish and maintain close working relationship with other collaborating institutions/ agencies and partner organizations.• Ensure all project activities are implemented in time.• Supervise the implementation of the work plan.• Supervise the preparation and implementation of training and workshops.

Interested candidates are requested to send their CVs to the following address latest by 12 November 2017.
Only short-listed candidate will be notified.



12.10.17

Abdu Rouf Talukder
Additional Secretary and
National Project Director (NPD)
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