North-West Zone Power Distribution Co. Ltd. (NWZPDC).

(An Enterprise of the Bangladesh Power Development Board)
Biddyut Bhaban, Hatemkhan, Rajshahi-6000.

JOB OPPORTUNITY

North-West Zone Power Distribution Co. Ltd. entrusted with the responsibility of operation, maintenance and development of power system/ network distribution within Rajshahi & Rangpur Division invites applications from the eligible citizen of Bangladesh for appointment to the post of Director (Technical) & Director (Finance), Deputy General Manager (HR & Admin), Superintending Engineer (Planning & Procurement)/(Project Planning & Implementation), Superintending Engineer (System Protection) & other posts on contract basis, initially for a period of three (03) years, may be renewed subjected to satisfactory performance against specific yearly targets to be set by the Board, during which the age limit for directors should not exceed 62 years and other posts shall not exceed 60 years.

Jobs:

1. Director (Technical) : The Director (Technical) is the Chief Technical officer reporting to the Managing Director. He shall act as a member of the Management Team of the Company to assist the Managing Director for overall co-ordination of Company's management, Planning, Business Development and operation of Projects for the electrical network system, ensuring the compliances of Laws. He is also responsible for technical studies, engineering, construction, supervision, Operation & Maintenance of all facilities of the Company and assists the Managing Director for negotiating project financing issues with GoB/donors/development partners & shall be well conversant of PPR & PPA.

Required Qualification:

Candidates must be Graduate Electrical/Electrical & Electronics/Electro-mechanical /Mechanical Engineers with at least twenty (20) years of working experience in large Public Utility Organization/ Large Private Sector Company under multidisciplinary environment in the 2nd or 3rd position of the organization. Candidates with Post Graduate qualifications in Engineering or working experience in large public electric utility will get preference. The candidate should be efficient, dynamic and energetic with assertive leadership ability to ensure the vision & execute the mission for incremental growth of the Company. He should have excellent communication skills in Bangla and English language both in writing and speaking with Computer literacy.

2. Director (Finance) : The Director (Finance) is the Chief Financial Officer reporting to the Managing Director. He shall act as a member to assist the Managing Director for overall Financial Management ensuring the compliances of Laws, Rules, and Regulations for good governance including development of setup, functions of the organization. He is also responsible for financial forecasting and shall assist the Managing Director for negotiating project financing issues with GoB / donors/development partners and facing the company in the stock exchange(s) etc. Other fields of important activities will include developing and implementing computerized billing and management accounting system of the Company and development of an internal audit, planning, budget, cost control and delegation of financial power, etc. & shall be well conversant of PPR & PPA.

Required Qualification:

Candidates must be Masters Degree in Accounting/Finance/MBA and 20 (Twenty) years service experience or FCA/FCS/FCMA with at least 12 years service experience. The candidate should have experience in large Public Utility Organization/ Large Private Sector Company under multidisciplinary environment in the 2nd or 3rd position of the organization. The candidate should be efficient, dynamic and energetic with assertive leadership ability to ensure the vision and execute the mission for incremental growth of the Company. He should have excellent communication skills in Bangla and English language both in writing and speaking with Computer literacy with financial software operation. He/she must be well conversant regarding IFRS & IAS for preparing Financial Statements/budget of the Company.

3. Deputy General Manager (HR & Admin) : Candidates should have Masters Degree in relevant discipline or MBA in HRM and 12-15 years service experience in General Administration, HR Database, Legal Compliance, Organization Development, Recruitment and Training, Formulate / update of various policies & procedures related to Admin & HR management, Lead Admin & HR team in delivering relevant services for the company to define service standards, timescales and budgets, Maintain a fair Performance Appraisal practice and educate line managers, Conduct Training Need Analysis, designs and implement training plan in line with the budget, Contribute to the wider development and overall success of the company through proactive working with the Executive Team, strong leadership as well as commercial and financial awareness, Handling of Employee Grievance & Disciplinary Actions, Develop and recommend on various schemas/programs/plans/propositions related to employee welfare as an effective tool of motivation for employee retention, Adopt new techniques & methods for fostering employee efficiency, productivity, building throughout the Company, Foresee and visualize the future requirement of potential manpower & challenges in their skill and expertise, Should have experience in similar/equivalent position Group Companies/organization. The candidate should be efficient, dynamic and energetic with assertive leadership ability to ensure the vision and execute the mission for incremental growth of the Company. He should have excellent communication skills in Bangla and English language both in writing and speaking & also Computer literacy. He should have knowledge in Labour Law & Labour Act & Handling people with any kind of situation. Candidates having professional degree and working experience in power sector will get preference.

4. Superintending Engineer (Planning & Procurement)/(Project Planning & Implementation) : Candidates must be Graduate in Electrical / Electrical & Electronics / Electro-mechanical / Mechanical Engineering with 12-15 years' service experience. Performing experience in project planning & implementation mainly in power sector and the purchase functions and its methodology in time to time, To keep liaison with local and foreign supplier, to work on sourcing, vendor development, conduct negotiation meeting for purchases quality materials with competitive price, to finalize Procurement Plan within estimated time frame, Ensure the materials are bought at the most competitive price and delivered on time, Establish strategic relationships with key suppliers who are aligned with the company's needs, Manage and control all the company's external suppliers with particular emphasis on the purchase of materials, Foster close working relationships with associated departments, Monitoring shipping documents and vessel schedules, Ensuring on time delivery of all materials as per the plan, Coordinate, supervise and evaluate all procurement activities consulting with the management, To carry out any other jobs assigned by the management as and when required, Govt. Procurement and PPA- 2006 & PPR-2008 & EGP Knowledge is must, Ability to work independently and under time pressure, Strong interpersonal skills to deal with Management, Proven track record of success in a leadership role within procurement, Clear understanding on procurement related activities. Candidates having service experience in power sector will get preference. The candidate should be efficient, dynamic and energetic with assertive leadership ability to ensure the vision and execute the mission for incremental growth of the Company. He should have excellent communication skills in Bangla and English language both in writing and speaking with Computer literacy.

5. Superintending Engineer (System Protection) : Candidates must be Graduate in Electrical / Electrical & Electronics/ Electro-mechanical / Mechanical Engineering with 12-15 years' service experience. Research, propose, develop, test, and implement new or improved protective relay scheme design standards using innovative design approaches available to the electrical utility industry. Provide subject matter expert support on best practices and approaches to ensure that proper protection techniques preventative maintenance are being utilized and implemented internally as well as externally, if external entity facilities are impacting. Maintains engineering proficiency through participating in industry reliability / protection forums or organizations which may include accepting lead roles or opportunities in such forums or organizations. Candidates having service experience in power sector will get preference. The candidate should be efficient, dynamic and energetic with assertive leadership ability to ensure the vision and execute the mission for incremental growth of the Company. He should have excellent communication skills in Bangla and English language both in writing and speaking with Computer literacy.

6. Manager (Co-ordination) : Candidates must be Masters in Commerce, English, Economics / MBA with / FCA / FCS / FCMA / with at least 15 (Fifteen) years service experience in company secretorial job, General Administration, HR Database, Legal Compliance, Recruitment and Training, Co-ordination with govt. and other Authority / Organization. Contribute to the wider development and overall success of the company through proactive working with the Executive Team, strong leadership as well as corporate affairs, Co-ordination and financial awareness, Should have experience in Group Companies / organization. The candidate should be efficient, dynamic and energetic with assertive leadership ability to ensure the vision and execute the mission for incremental growth of the Company. He / she should have excellent communication skills in Bangla and English language both in writing and speaking & also Computer skills.

7. Assistant Engineer (Electrical / Mechanical / Civil) : Candidates should have at least Graduation in Electrical & Electronics Engineering/Electrical Engineering/Mechanical Engineering/Civil Engineering from any recognized university having two first division/class or equivalent CGPA in public examinations. Candidates having third division/class or equivalent CGPA in any examination need not apply. Candidates should be self motivated, team oriented with excellent communication and interpersonal skills. Candidate having service experience in the field of operation/maintenance of large public/private power distribution company / project will get preference.

8. Assistant Manager (Finance and Budget) : Candidates should have at least Masters in Accounting / Finance / Economics/MBA from any recognized university /ICMAB from partly qualified with at least 03-04 years service experience having two first division / class or equivalent CGPA in public examinations. MBA with Business Faculty will get preference. He should have excellent communication skills in Bangla and English language both in writing and speaking with Computer literacy with financial software operation like Accounting Software Tally, ERP-9 etc. Candidate should have financial planning & treasury function & forecasting. Candidates should be self motivated, team oriented with excellent communication and interpersonal skills.

9. Assistant Manager (HRM & OD) : Candidates should have at least Masters / Graduate in any discipline from any recognized university. Post Graduate or MBA in HRM will get preference. Having two first division / class or equivalent CGPA in public examinations. Candidates should be self motivated, team oriented with excellent communication and interpersonal skills. He should have knowledge in Labour Law & Labour Act & Handling people with any kind of situation. Experience in the HRM/OD/Administrative Department will get preference.

10. Assistant Manager (Marketing & PR & Comm) : Candidates should have at least Masters/Graduate in any discipline from any recognized university. Post Graduate or MBA in Marketing will get preference. Having two first division/class or equivalent CGPA in public examinations. Candidates should be self motivated, team oriented with excellent communication and interpersonal skills. Experience in the Marketing & Public Relation, engagement in Print Media & Brand Promoting Department will get preference.

11. Assistant Manager (MIS & ICT) : Candidates should have at least Graduate in EEE/CSE / IT / ECE / ETE or any other relevant subject from any recognized university. Having two first division/class or equivalent CGPA in public examinations. Candidates should be self motivated, team oriented with excellent communication and interpersonal skills. Experience in the MIS / ICT / Computer Programming/Database Management Department will get preference.

12. Assistant Manager (Labour Welfare & Legal) : Candidates should have at least Masters/Graduate in any discipline from any recognized university. LL.M or Post Graduate will get preference. Having two first division/class or equivalent CGPA in public examinations. Candidates should be self motivated, team oriented with excellent communication and interpersonal skills. He should have knowledge in Labour Law & Labour Act & Handling people with any kind of situation. Experience in the Labor Welfare & Legal Department will get preference.

13. Sub-Assistant Engineer (Electrical / Mechanical / Civil) : Candidates should have at least Diploma in Electrical / Mechanical / Civil Engineering from reputed Poly-technical Institute having one first division / class or equivalent CGPA in public examinations. Candidates should be self motivated, team oriented with excellent communication and interpersonal skills. Experience in the electrical Company / Organization will get preference.

Remuneration / Compensation Package : Basic salary per month Taka One Lac Forty Nine Thousand (1,49,000.00) only for Director (Technical) & Director (Finance), Taka One Lac Five Thousands (1,05,000.00) only for Deputy General Manager / Superintending Engineer, Taka Seventy nine Thousand (79,000.00) only for Manager, Taka Fifty One Thousand (51,000.00) only for Assistant Engineer / Assistant Manager and Taka Thirty Nine Thousands (39,000.00) only for Sub-Assistant Engineer/Junior Assistant Manager. House rent, festival bonuses, contributory provident fund, group insurance, encashment of leave, education allowance, transport/transport allowance, fringe benefits, gratuity-etc. as per applicable rules of the company. Expenses at actual for medical services for self spouse and dependent children within Bangladesh will be reimbursed as per rules of the Company. Income Tax shall have to be paid by the employee. Other benefits & Remuneration/Compensation package will be as per pay structure of the company for the above post.

General Conditions :

i) Age should preferably be between forty five to fifty seven years (45-57) for Director (Technical) & Director (Finance) and in case of exceptionally qualified deserving candidates age is relaxable up to fifty nine years (59) as on 30.04.2017. Age should preferably be between forty to fifty years (40-50) for Deputy General Manager / Superintending Engineer / Manager as on 30.04.2017.

ii) Age limit as on 30.04.2017 is eighteen to thirty years (18-30) from serial No. 7 to 13.

iii) Age limit for applicants from amongst Freedom Fighters' children/grand children will be relaxed by 02 (two) years. However candidates will be required to furnish along with their applications relevant valid documents from competent authority as per provisions of the Govt. rules/policies in this regards. Freedom Fighters Quota is Applicable.

iv) Candidates having third division/class or equivalent CGPA in any examination need not apply.

v) Candidates should be capable of working under stressful situation.

vi) Affidavit with respect to age will not be accepted.

vii) Incorrect / incomplete applications and applications received after deadline will not be entertained and liable for rejection.

viii) Candidates in service will be required to apply through proper channel.

ix) The appointing authority reserves the right to accept or reject any/all application(s).

Application procedure :

Interested candidates may apply along with complete CV, three (03) passport size recent photographs and attested copies of all certificates, national identity card to the undersigned at **the above address or GPO Box no- 04, Rajshahi on or before 14.05.2017**- within the **office hours.** Only the short listed candidate's in case of serial no 1-5 will be called for test / interview. Candidates working in any office / organization should apply through proper channel. Please mention the name of post on top of the envelop.

22/04/2017

A K M Mushfiqur Rahman, FCS
Company Secretary