



EAST WEST UNIVERSITY
PROGOTI FOUNDATION FOR EDUCATION AND DEVELOPMENT
PERMANENT SANAD HOLDER
A/2 Jahurul Islam City, Aftabnagar, Dhaka-1212, Bangladesh

Vacancy Announcement

1. Chief of HR & Logistics (01)

Qualification: MBA from a recognized university with no third class/division in any academic examinations. S/he should have good communication skill in English and Bangla with ability to use a computer.

Experience:

- Minimum 15 years' experience in a managerial position preferably in educational institutions.
- Experience in HRM and Procurement will be preferred.

Age Limit: Minimum 40 years.

2. Chief Engineer (01)

Qualification:

- Minimum B.Sc. in Civil Engineering from a recognized university.
- First class/division in all academic examinations, exception of one second class will be acceptable.
- Relevant professional certifications will be a key advantage.

Experience:

- Minimum 15 (fifteen) years of professional experience in a position not below the rank of a Superintendent Engineer.
- Supervision of civil construction work of large projects.

Age Limit: Minimum 40 years.

3. University Engineer (Civil) (01)

Qualification:

- Minimum B.Sc. in Civil Engineering from a recognized university.
- First class/division in all academic examinations, exception of one second class will be acceptable.

Experience:

- Minimum 12 (twelve) years of professional experience in a position not below the rank of a Superintendent Engineer.
- Supervision of civil construction work of large projects will be preferred.

Age Limit: Minimum 35 years.

4. University Engineer (Mechanical) (01)

Qualification:

- Minimum B.Sc. in Mechanical Engineering from a recognized university.
- First class/division in all academic examinations, exception of one second class will be acceptable.

Experience: Minimum 12 (twelve) years professional experience. Must have experience in maintenance of HVAC.

Age Limit: Minimum 35 years.

5. Deputy Director, Students' Welfare and Career Counseling Center (01)

Qualification: Master's degree from a reputable university with no third class/division in any examinations. S/he should have good communication skill in English and Bangla with ability to use a computer.

Experience: Minimum 12 (twelve) years' experience in a senior mid-level administrative position in Govt./Semi Govt./Private organizations/Universities. Preference will be given to candidates having experience in soft skills training and student development.

Age Limit: Below 40 years. For exceptionally qualified candidates, age limit may be relaxed.

6. Assistant Accounts Manager (01)

Qualification: MBA/M.Com in Accounting or Finance from a reputable university with at least CA (Professional Examination-I/Knowledge level)/CMA (Business level or equivalent) having no third class/division in any examinations. S/he should have good communication skill in English and Bangla with ability to use a computer.

Experience: Minimum 07 (seven) years practical experience in a private/public university or reputable company. Working knowledge in accounting software will be preferred.

Age Limit: Below 40 years.

7. Lab Officer (Information Studies & Library Management Lab) (01)

Qualification: Candidate should have MSS/M.Sc. in CSE/CS/ICE/ISLM from any reputable university with at least 2nd Division/Class/CGPA-3 out of 5 or 2.5 out of 4 in all examinations. The candidate must possess strong IT skills and expertise in maintaining modern library software, server administration and maintenance, hardware maintenance etc. The candidate with Masters/diploma/training in computer applications will be preferred.

Experience: The candidates with practical experience in maintaining Lab/relevant areas will be given preference.

Age Limit: Maximum 32 years.

Please apply through the university website link (jobs.ewubd.edu) or bdjobs.com or to the Chief of HR & Logistics (in-charge), East West University, Plot: A/2, Jahurul Islam Avenue, Jahurul Islam City, Aftabnagar, Dhaka-1212.

Application Deadline: 23 February 2020