

Government of the People's Republic of Bangladesh
Skills Development Coordination and Monitoring Unit (SDCMU)
Skills for Employment Investment Program (SEIP) Project
Finance Division, Ministry of Finance
Probashi Kallyan Bhaban (Level- 16), 71-72 Old Elephant Road
Eskaton Garden, Ramna, Dhaka-1000.
www.seip-fd.gov.bd

No. FD/SEIP/EoI/37(Part-4)/2020/431

Date: 25 March 2021

Invitation for Expression of Interest

Title of the Project Loan 3468-BAN 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) 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 under the Finance Division, Ministry of Finance to serve as the Program Management Unit (PMU) of the SEIP. A number of key officials 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	Minimum Experience	Responsibilities
Assistant Executive Project Director (Procurement and Fund Management)	1	Deputy Secretary/Senior Assistant Secretary to the government and equivalent	<ul style="list-style-type: none">• Must have computer literacy and communication skills• Candidate with procurement training from CPTU and Experience in public procurement will be preferred• At least 15 years' experience in civil service	<ul style="list-style-type: none">• Assist the Executive Project Director and Deputy Executive Project Director (FM) in Procurement and management issues

D. The year of experience can be relaxed in case of extra-ordinary candidate.

E. Interested candidates are requested to send their CVs to the following address latest by 20 April 2021.
Only short-listed candidates will be notified.

Md. Zahidul Haque
Executive Project Director (EPD)
(Additional Secretary)
Skills for Employment Investment Program (SEIP)
Finance Division, Ministry of Finance
Probashi Kallyan Bhaban (15th Floor)
71-72 Eskaton Garden, Ramna
Dhaka-1000.