

Government of the People's Republic of Bangladesh
Rural Development & Co-operative Division
Ektee Bari Ektee Khamar Project
(One House One Farm Project)
Palli Bhaban (5th floor)
5-Kawran Bazar, Dhaka-1215

Memo no-EBEK/Per/Consultant/96/2010/934

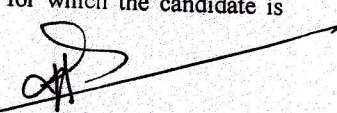
Date: 28/04/2014

Ektee Bari Ektee Khamar Project of Rural Development and Co-operative Division under the Ministry of Local government, Rural Development & Co-operative invites applications from the Bangladesh Nationals for the following **consultancy services**:

Name of the Post	No. of Person	Qualifications	TOR (Responsibilities/ Accountabilities)
Senior Consultant (Community development, Training & Monitoring)	1	At least post graduation in any discipline with 15 years experience in rural development and poverty reduction field (Ex-Secretary/Additional Secretary/ DG, BRDB or head of similar organization will get preference). Moreover, applicant with Ph.D degree holder will get preference.	The responsibility of the Senior Consultant (Community Development, Training & Monitoring) is to support and develop training curriculum, methodology, design training courses for orientation and skill development training for project officials and beneficiaries. Moreover he is to help the team in monitoring accordingly.
Senior Consultant (IT & Documentation)	1	At least post, graduation in Computer Science/ Engineering with minimum 10 years experience in IT having professional exposure on system design, program design, web page design, online banking & MIS management and software development & management.	The responsibilities of the Senior Consultant (IT & Documentation) is to guide and assist the IT personnel and support the project management team on IT & Documentations related activities especially in System design and improve monitoring system, Online Banking, database management and software management etc. of the project.
Consultant (MIS-Finance)	1	Masters in any discipline with 10 years experience in special courses on Accounting and monitoring of Development Project Activities in rural development and poverty reduction sector. Applicant worked with Project Management Information System or similar organization will get preference.	Consultant (MIS) is responsible to develop MIS database system for Monitoring, Research and Evaluation of the project activities. A part from that he/she will produce and preserve the output of MIS for ready reference. Time to time it will be informed the PD for betterment of the project activities for future course of action. He will be responsible for full MIS of the project.

Term of Employment:

The appointment will be made initially for one year on contract basis with the National Project Director, Ektee Bari Ektee Khamar Project. The contract is renewable every year depending on the performance & need of the Project. The consultant will be stationed at the project Head Quarter Palli Bhaban (5th floor), 5 Kawran Bazar, Dhaka. Remuneration package will be decided through negotiation under the budget of the Project. Interested candidates may obtain further information from the address during hours from 9:00 am to 5:00 pm. Application must be delivered to the address below by 25/05/2014 with 3 (three) copies of recent PP size photographs, a complete CV in a sealed envelope and be clearly marked with the position title for which the candidate is applying.


(Dr. Prosanta Kumar Roy)
Additional Secretary
&
National Project Director
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