

Date : 05 January 2021



# Vacancy Announcement

for

## Contractual Training Assistant-01 Position

UCEP Bangladesh, Dhaka North Region is seeking **Contractual Training Assistant at UCEP Dhaka North Region, Plot # 02 & 03, Mirpur-02, Dhaka-1216.**

### Essential Requirements:

- Minimum graduation or diploma in Engineering.
- Relevant professional experience will be added advantage.
- Basic English Language Skills.
- Computer skill is required preferably in M.S Office basic.
- Self-motivated, adaptable, team player and passion for social development works.
- Ability and willingness to travel.
- Age limit for the applicant would be 40 years. Management has the right to make exceptions based on qualifications.

**Monthly Salary:** As per UCEP Policy.

**Contract Period:** One year from the date of joining which can be renewed based on the performance & requirement of the organization.

Interested candidates are requested to submit an **updated CV with 02 recent Passport size color photographs and all attested academic and experience certificates** to Regional Office at UCEP Dhaka North Region, Plot No: 02 & 03, Mirpur-02, Dhaka-1216 or to [ashraf.uddin@ucepbd.org](mailto:ashraf.uddin@ucepbd.org) on or before **14 January 2021 at 02:00 pm.**

Only shortlisted candidates would be contacted for written and subsequent selection processes.

**Please note that no TA/DA will be admissible for the interview**

*(Female candidates are encouraged)*

**Md. Ashraf Uddin**

Acting Regional Manager  
UCEP Dhaka North Region

"The authority reserves the right to accept/reject any or all applications without assigning any reason whatsoever. Any attempt to influence the selection process will immediately disqualify candidacy. UCEP Bangladesh is actively trying to increase equity and gender parity in the organization. Therefore, qualified women and candidates from disadvantaged backgrounds including Persons with Disabilities (PWDs) are especially encouraged to apply. The compulsory age of retirement is 60 years."