

Government of the People's Republic of Bangladesh  
Finance Division, Ministry of Finance  
**Skills for Industry Competitiveness and Innovation Program (SICIP)**  
Probashi Kallyan Bhaban (14<sup>th</sup>-15<sup>th</sup> Floor)  
71-72 Eskaton Garden, Ramna, Dhaka-1000.  
[www.sicip.gov.bd](http://www.sicip.gov.bd)

No. FD/SICIP/BASIS-PIU/140/2024/1026

Date: 01 December 2024

### Recruitment Notice

<b>Ministry/Division</b>	:	Ministry of Finance
<b>Agency</b>	:	Finance Division
<b>Program Name</b>	:	Skills for Industry Competitiveness and Innovation Program (SICIP)
<b>Scheme Name</b>	:	Expansion of Skills for Employment and Socially Inclusive Training for Priority and Emerging Sectors.
<b>INFORMATION FOR APPLICANT</b>		
<b>Position</b>	<b>No.</b>	<b>Minimum Qualification and Experience</b>
<b>Program Implementation Unit (PIU) for SICIP-BASIS</b>		
Chief Coordinator	1	<ul style="list-style-type: none"> <li>• Masters in any discipline or Bachelor of Science in Engineering.</li> <li>• At least 15 years' working experience in relevant field.</li> <li>• Experience in skills development fields will be preferred.</li> <li>• Working experience as the head of the training institute/project implementation unit of any project will be an added advantage.</li> <li>• Strong communication, interpersonal and computer skills.</li> </ul>
Coordinator (Training, Assessment and Monitoring)	1	<ul style="list-style-type: none"> <li>• Masters in any discipline or Bachelor of Science in Engineering.</li> <li>• At least 10 years' working experience in relevant field.</li> <li>• Experience in skills development fields will be preferred.</li> <li>• Strong communication, interpersonal and computer skills.</li> </ul>
Coordinator (Finance & Procurement)	1	<ul style="list-style-type: none"> <li>• Masters in accounting/finance or MBA majoring in Finance or Accounting.</li> <li>• At least 10 years' working experience in relevant field.</li> <li>• Experience in skills development fields will be preferred.</li> <li>• Strong communication, interpersonal and computer skills.</li> </ul>
Coordinator (Job placement & Database)	1	<ul style="list-style-type: none"> <li>• Masters in any discipline or Bachelor of Science in Engineering.</li> <li>• At least 10 years' working experience in relevant field.</li> <li>• Experience in skills development fields will be preferred.</li> <li>• Strong communication, interpersonal and computer skills.</li> </ul>
<b>Application Closing Date and Time</b>	:	Applications shall be submitted to the office of the Executive Program Director on or before 4.00 pm by <b>17 December 2024</b> in sealed envelope clearly marked "Application for the Selection of [Name of Position], SICIP-BASIS" Contact address with email and mobile number of the applicant should be written on the left side of the <b>A4 Size Envelope</b> . Necessary documents in support of educational qualifications, experiences and skills have to be submitted.
<b>Name &amp; Designation of Official Inviting Recruitment</b>	:	Mohammed Walid Hossain Executive Program Director Skills for Industry Competitiveness and Innovation Program (SICIP)
<b>Address of official Inviting Recruitment</b>	:	Probashi Kallyan Bhaban (14 <sup>th</sup> -15 <sup>th</sup> Floor), 71-72 Eskaton Garden, Ramna, Dhaka-1000.
<b>Contact details of official Inviting Recruitment</b>	:	Phone: +880255138753~5 Ext: 100 E-mail: <a href="mailto:epd.sicip@gmail.com">epd.sicip@gmail.com</a>
<b>The recruitment entity reserves all the right to accept or reject any or all the Application without assigning any reasons whatsoever.</b>		

**Mohammed Walid Hossain**  
Executive Program Director  
Skills for Industry Competitiveness and Innovation Program (SICIP)  
Finance Division, Ministry of Finance  
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