

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

Name of the Position: Deputy Executive Program Director (Program Management)

Terms of Reference (ToR)

A. Program Background

Finance Division, Ministry of Finance of the Government of Bangladesh is implementing the program titled "Skills for Industry Competitiveness and Innovation Program (SICIP)" with the financial assistance of the Asian Development Bank (ADB) to develop skilled workforce through advanced technical and competency-based training programs across the country. The SICIP will establish a complete quality assurance mechanism to facilitate collaborations between training institutes and industries which will ensure in developing human resources for the priority industry sectors.

More specifically, the outcome of the program will be an increased technology-oriented skilled workforce for priority and emerging industries across skill levels. The outcome will be measured by the following: (i) skilled workers across skill levels-from basic to advanced technical skills- produced for at least 10 priority and emerging industries, with 65% job placement for new job seekers and (ii) women and people from socially disadvantaged groups with employable and/or life skills increased through specially targeted programs. The program is expected to benefit about 220,000 new and existing workers over a 6-year implementation period.

The Skills Development Coordination and Monitoring Unit (SDCMU) has been established to serve as the Program Management Unit (PMU) of the SICIP Program. Deputy Executive Program Directors (Program Management) will be appointed for the SDCMU on a competitive basis.

B. Assignment Location

Dhaka, Bangladesh with frequent travel requirements to different districts and training institutes outside Dhaka as and when required.

C. Scope of Services

The Deputy Executive Program Director (Program Management) will carry out the tasks detailed below, and other tasks as necessary:

- Assist the Executive Program Director in the planning and execution of Program Management-related activities of SICIP.
- Any other task assigned by the Executive Program Director in relevance to effective program implementation.



D. Minimum Qualifications and Experience

- Engaged in active civil service at the Joint Secretary position.
- Master's in Economics, Engineering, General Science, Finance, Accounting, Management, Social Studies, Development Studies, Governance and Development, or relevant subjects.
- At least 20 years' experience in the Civil Service.
- Experience in International Organizations, or Development Partner Projects will be an advantage.
- Strong communication, interpersonal and computer skills

E. Assignment Duration and Payment Modalities

- Duration of the assignment: The duration of the contract shall be 12 Months from the date of commencement and may be extended up to the program end based on the requirements and performance of the incumbent.
- Payment Schedule: Payment will be made on a monthly basis.

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