



এসডিআই-তে নিয়োগ বিজ্ঞপ্তি

স্মারক নং: এসডিআই/আরএইচএল/২০২৪/১৫৪

তারিখ: ৩১ মার্চ, ২০২৪ খ্রি.

সোসাইটি ফর ডেভেলপমেন্ট ইনিসিয়েটিভস্ (এসডিআই) একটি জাতীয় পর্যায়ে এনজিও। এসডিআই কক্সবাজার জেলার টেকনাফ উপজেলায় পিকেএসএফ-এর সহযোগিতায় Resilient Homestead and Livelihood support to the Vulnerable Coastal People of Bangladesh (RHL) Project বাস্তবায়নের জন্য প্রত্যন্ত গ্রাম ও চরাঞ্চলে দরিদ্র জনগোষ্ঠীর সাথে কাজ করার মানসিকতা সম্পন্ন সৎ, নিষ্ঠাবান এবং পরিশ্রমী বাংলাদেশের স্থায়ী নাগরিকদের মধ্য থেকে নিম্নোক্ত পদে নিয়োগের জন্য আহ্বানী প্রার্থীদের নিকট থেকে দরখাস্ত আহ্বান করছে।

ক্রম নং	পদের নাম	পদ সংখ্যা	মাসিক বেতন ও অন্যান্য সুবিধাদি	বয়স	শিক্ষাগত যোগ্যতা ও অভিজ্ঞতা	অন্যান্য যোগ্যতা
01	Project Coordinator (PC)	01	<ul style="list-style-type: none">Gross salary (monthly): BDT 60,000/-Religious festival bonus (yearly): 100% of a monthly gross salary.Bangla New Year allowance (yearly): 10% of a monthly gross salary.Phone bill allowance (monthly): BDT 800/-Other allowance (monthly): BDT 9,000/- per month for motorcycle rent, fuel, and maintenance.	Maximum 45 years.	<ul style="list-style-type: none">Education: Master's degree in any subject from a UGC-approved university. Preference will be given to the candidate having a science background in bachelor/honors and masters level.A professional/advanced degree in Project Management will be preferred.Having 3rd division/class/equivalent CGPA in any examination will incur ineligibility.Age limit: Maximum 45 years.Experience: Minimum 7 years with at least 3 years of professional project management experience in the field of climate change adaptation/mitigation. Experience in climate	<ul style="list-style-type: none">Proven experience in team leadership, communication, and stakeholder engagement.Excellent analytical, reporting, and presentation skills.Strong understanding of project management methodologies and principles.Needs to have expertise in MS Office Word, MS Office Excel, and MS Office PowerPoint.Familiarity with KoboToolbox and GIS will be a valuable asset.Fluency in English and Bengali

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					change adaptation or mitigation projects funded by PKSf or GCF will get preference. • Work experience with government agencies, partner organizations of PKSf, international development partners, and coastal communities in Bangladesh is an asset.	languages is essential. • Must have a valid motorcycle driving license.
02	Admin and Accounts Officer	01	<ul style="list-style-type: none"> • Gross salary (monthly): BDT 45,000/- • Religious festival bonus (yearly): 100% of a monthly gross salary. • Bangla New Year allowance (yearly): 10% of a monthly gross salary. • Phone bill allowance (monthly): BDT 700/- • Travel allowance (monthly): BDT 3,000/- 	Maximum 40 years.	<ul style="list-style-type: none"> • Education: At least a Bachelor's degree in Accounts/Finance/Business Administration. • Having 3rd division/class/equivalent CGPA in any examination will incur ineligibility. • Age limit: Maximum 40 years. • Experience: Minimum 5 years with at least 2 years of professional accounts and financial management experience. • Work experience with government agencies, partner organizations of PKSf, and international development partners in Bangladesh is an asset. 	<ul style="list-style-type: none"> • Experience with computerized accounting systems is essential. • Expertise in MS Excel is mandatory. • Strong analytical and problem-solving skills are essential. • Excellent communication, interpersonal, and reporting skills are necessary. • Proficiency in English and Bengali languages is essential.
03	Technical Officer (Environment and Monitoring)	01	<ul style="list-style-type: none"> • Gross salary (monthly): BDT 55,000/- • Religious festival bonus (yearly): 100% of a monthly gross salary. • Bangla New Year allowance (yearly): 10% of a monthly gross salary. • Phone bill allowance 	Maximum 40 years.	<ul style="list-style-type: none"> • Education: Master's degree in Environmental Science, Environmental Engineering, Geography, Development Studies, Disaster Management, Natural Resource Management, GIS and Remote Sensing, Coastal Engineering or any other relevant discipline along with 4 year's Bachelor' degree in Environmental Science from a UGC-approved university. • Having 3rd division/class/equivalent CGPA in 	<ul style="list-style-type: none"> • Proven experience in team leadership, communication, • Knowledge or expertise in ESMP, GRM, SECAP, SMF, EMF, RBM will be an asset. • Excellent analytical, reporting, and presentation skills. • Basic understanding of climate-smart agriculture, climate change

ক্রম নং	পদের নাম	পদ সংখ্যা	মাসিক বেতন ও অন্যান্য সুবিধাদি	বয়স	শিক্ষাগত যোগ্যতা ও অভিজ্ঞতা	অন্যান্য যোগ্যতা
			(monthly): BDT 700/- • Other allowance (monthly): BDT 9,000/- per month for motorcycle rent, fuel, and maintenance.		any examination will incur ineligibility. • Age limit: Maximum 40 years. • Experience: Minimum 5 years with at least 2 years of professional experience in Environmental management activities in climate change adaptation/mitigation programs. Experience in climate change adaptation or mitigation projects funded by PKSF or GCF will get preference. Experience in working M&E system will be an asset. • Work experience with government agencies, partner organizations of PKSF, international development partners, and coastal communities in Bangladesh is an asset.	adaptation, and mitigation approach. • Expertise on STATA, SPSS etc. statistical analysis tools. • Needs to have expertise in MS Office Word, MS Office Excel, and MS Office PowerPoint. • Familiarity with KoboToolbox and GIS will be a valuable asset. • Fluency in English and Bengali languages is essential. • Must have a valid motorcycle driving license.
04	Technical Officer (Aquaculture)	01 or more as per budget	• Gross salary (monthly): BDT 55,000/- • Religious festival bonus (yearly): 100% of a monthly gross salary. • Bangla New Year allowance (yearly): 10% of a monthly gross salary. • Phone bill allowance (monthly): BDT 700/- • Other allowance (monthly): BDT 9,000/- per month for motorcycle rent, fuel, and	Maximum 40 years.	• Education: Master's degree in Aquaculture, Fisheries Technology, Fish Processing & Quality Control, Fish Genetics & Biotechnology, Business Administration or any other relevant subject along with 4 year's Bachelor' degree in Fisheries from a UGC-approved university. • Having 3 rd division/class/equivalent CGPA in any examination will incur ineligibility. • Age limit: Maximum 40 years. • Experience: Minimum 5 years with at least 3 years of professional experience of technical support in aquaculture supply chain.	• Proven experience in team leadership, communication, market and product development, and stakeholder engagement. • Knowledge or expertise in safe fish production, GAQP, HACCP, traceability, and value-added fish product development will be an asset. • Excellent analytical, reporting, and presentation skills. • Basic understanding of climate-smart aquaculture, climate change

ক্রম নং	পদের নাম	পদ সংখ্যা	মাসিক বেতন ও অন্যান্য সুবিধাদি	বয়স	শিক্ষাগত যোগ্যতা ও অভিজ্ঞতা	অন্যান্য যোগ্যতা
			maintenance.		<p>Experience in climate change adaptation or mitigation, fish supply chain projects funded by PKSF or GCF will get preference.</p> <ul style="list-style-type: none"> • Work experience with government agencies, partner organizations of PKSF, international development partners, and coastal communities in Bangladesh is an asset. 	<p>adaptation, and mitigation approach.</p> <ul style="list-style-type: none"> • Needs to have expertise in MS Office Word, MS Office Excel, and MS Office PowerPoint. • Familiarity with KoboToolbox and GIS will be a valuable asset. • Fluency in English and Bengali languages is essential. • Must have a valid motorcycle driving license.
05	Community Development Officer (Civil)	01	<ul style="list-style-type: none"> • Gross salary (monthly): BDT 40,000/- • Religious festival bonus (yearly): 100% of a monthly gross salary. • Bangla New Year allowance (yearly): 10% of a monthly gross salary. • Phone bill allowance (monthly): BDT 700/- • Other allowance (monthly): BDT 9,000/- per month for motorcycle rent, fuel, and maintenance. 	Maximum 35 years.	<ul style="list-style-type: none"> • Education: Minimum Diploma in Civil Engineering degree. • Having 3rd division/class/equivalent CGPA in any examination will incur ineligibility. • Age limit: Maximum 35 years. • Experience: Minimum 3 years with 1 year of professional experience in the field of climate change adaptation/mitigation program, rainwater harvesting, coastal housing, and infrastructure development program is preferable. Experience in climate change adaptation or mitigation projects funded by PKSF or GCF will get preference. • Work experience with government agencies, partner organizations of PKSF, international development partners, and coastal 	<ul style="list-style-type: none"> • Knowledge of climate change adaptation, mitigation, and salinity intrusion management in the context of Bangladesh, particularly the coastal region. • Proficiency in AutoCAD or other relevant engineering software is an advantage. • Fluency in English and Bengali languages is essential. • Must have a valid motorcycle driving license.

ক্রম নং	পদের নাম	পদ সংখ্যা	মাসিক বেতন ও অন্যান্য সুবিধাদি	বয়স	শিক্ষাগত যোগ্যতা ও অভিজ্ঞতা	অন্যান্য যোগ্যতা
					communities in Bangladesh is an asset.	
06	Community Mobilization Officer (Agriculture)	01 or more as per budget	<ul style="list-style-type: none"> Gross salary (monthly): BDT 30,000/- Religious festival bonus (yearly): 100% of a monthly gross salary. Bangla New Year allowance (yearly): 10% of a monthly gross salary. Phone bill allowance (monthly): BDT 600/- Other allowance (monthly): BDT 7,000/- per month for motorcycle rent, fuel, and maintenance. 	Maximum 35 years.	<ul style="list-style-type: none"> Education: Minimum Diploma in Agriculture degree. Having 3rd division/class/equivalent CGPA in any examination will incur ineligibility. Age limit: Maximum 35 years. Experience: Minimum 3 years with 2 years of professional experience in the field of climate change adaptation/mitigation, agricultural extension is preferable. Experience in climate change adaptation or mitigation projects funded by PKSf or GCF will get preference. Work experience with government agencies, partner organizations of PKSf, international development partners, and coastal communities in Bangladesh is an asset. 	<ul style="list-style-type: none"> Demonstrated enthusiasm and eagerness to learn about climate change adaptation, community development, and rural outreach are highly valued. Excellent communication, interpersonal, and facilitation skills are essential. Must have a valid motorcycle driving license.
07	Community Mobilization Officer (Fisheries)	01 or more as per budget	<ul style="list-style-type: none"> Gross salary (monthly): BDT 30,000/- Religious festival bonus (yearly): 100% of a monthly gross salary. Bangla New Year allowance (yearly): 10% of a monthly gross salary. Phone bill allowance (monthly): BDT 600/- Other allowance (monthly): 	Maximum 35 years.	<ul style="list-style-type: none"> Education: Minimum Diploma in Fisheries degree. Having 3rd division/class/equivalent CGPA in any examination or lack of two 1st division/class/equivalent CGPA in the academic record will incur ineligibility. Age limit: Maximum 35 years. Experience: Minimum 3 years with 2 years of professional experience in the field of climate change adaptation/mitigation, crab fattening/aquaculture value chain is 	<ul style="list-style-type: none"> Demonstrated enthusiasm and eagerness to learn about climate change adaptation, community development, and rural outreach are highly valued. Excellent communication, interpersonal, and facilitation skills are essential. Must have a valid motorcycle driving license.

ক্রম নং	পদের নাম	পদ সংখ্যা	মাসিক বেতন ও অন্যান্য সুবিধাদি	বয়স	শিক্ষাগত যোগ্যতা ও অভিজ্ঞতা	অন্যান্য যোগ্যতা
			BDT 7,000/- per month for motorcycle rent, fuel, and maintenance.		preferable. Experience in climate change adaptation or mitigation projects funded by PKSf or GCF will get preference. • Work experience with government agencies, partner organizations of PKSf, international development partners, and coastal communities in Bangladesh is an asset.	
08	Community Mobilization Officer (Livestock)	01 or more as per budget	<ul style="list-style-type: none"> • Gross salary (monthly): BDT 30,000/- • Religious festival bonus (yearly): 100% of a monthly gross salary. • Bangla New Year allowance (yearly): 10% of a monthly gross salary. • Phone bill allowance (monthly): BDT 600/- • Other allowance (monthly): BDT 7,000/- per month for motorcycle rent, fuel, and maintenance. 	Maximum 35 years.	<ul style="list-style-type: none"> • Education: Minimum Diploma in Livestock degree. • Having 3rd division/class/equivalent CGPA in any examination will incur ineligibility. • Age limit: Maximum 35 years. • Experience: Minimum 3 years with 2 years of professional experience in the field of climate change adaptation/mitigation, agricultural extension is preferable. Experience in climate change adaptation or mitigation projects funded by PKSf or GCF will get preference. • Work experience with government agencies, partner organizations of PKSf, international development partners, and coastal communities in Bangladesh is an asset. 	<ul style="list-style-type: none"> • Demonstrated enthusiasm and eagerness to learn about climate change adaptation, community development, and rural outreach are highly valued. • Excellent communication, interpersonal, and facilitation skills are essential. • Must have a valid motorcycle driving license.

ক্রঃ নং	পদের নাম	পদ সংখ্যা	মাসিক বেতন ও অন্যান্য সুবিধাদি	বয়স	শিক্ষাগত যোগ্যতা ও অভিজ্ঞতা	অন্যান্য যোগ্যতা
09	Community Mobilization Officer (Forestry)	01 or more as per budget	<ul style="list-style-type: none"> Gross salary (monthly): BDT 30,000/- Religious festival bonus (yearly): 100% of a monthly gross salary. Bangla New Year allowance (yearly): 10% of a monthly gross salary. Phone bill allowance (monthly): BDT 600/- Other allowance (monthly): BDT 7,000/- per month for motorcycle rent, fuel, and maintenance. 		<ul style="list-style-type: none"> Education: Minimum Diploma in Forestry degree. Having 3rd division/class/equivalent CGPA in any examination will incur ineligibility. Age limit: Maximum 35 years. Experience: Minimum 2 years with 1 year of professional experience in the field of climate change adaptation/mitigation, afforestation, and agricultural extension is preferable. Experience in climate change adaptation or mitigation projects funded by PKSF or GCF will get preference. Work experience with government agencies, partner organizations of PKSF, international development partners, and coastal communities in Bangladesh is an asset. 	<ul style="list-style-type: none"> Demonstrated enthusiasm and eagerness to learn about climate change adaptation, community development, and rural outreach are highly valued. Excellent communication, interpersonal, and facilitation skills are essential. Must have a valid motorcycle driving license.

শর্তাবলীঃ

- আগামী ১৮/০৪/২০২৪ খ্রি. তারিখ বিকেল ৫.০০ টার পূর্বে আবেদনপত্র নিম্ন স্বাক্ষরকারীর বরাবর পৌঁছাতে হবে।
- দরখাস্তের সাথে বায়োডাটা (মোবাইল নম্বরসহ) ২ কপি ছবি, নাগরিকত্ব সনদ ও শিক্ষাগত যোগ্যতার সকল সনদপত্রের সত্যায়িত ফটোকপি এবং অভিজ্ঞতা সনদের ফটোকপি সংযুক্ত করতে হবে।
- খামের উপর পদের নাম স্পষ্ট করে উল্লেখ করতে হবে। প্রার্থীদের যোগাযোগের জন্য আবেদনপত্রে অবশ্যই মোবাইল নম্বর উল্লেখ করতে হবে।
- ই-মেইলে দরখাস্ত পাঠানোর ঠিকানা: sdi.hoffice@gmail.com
- কেবলমাত্র বাছাইকৃত প্রার্থীদেরকেই নিয়োগ পরীক্ষায় অংশগ্রহণের জন্য ডাকা হবে।
- কর্তৃপক্ষ যে কোন দরখাস্ত বাতিল করার ক্ষমতা সংরক্ষণ করে।

৬। অধ্যয়নরত অবস্থায় কোন প্রার্থীর আবেদন করার প্রয়োজন নেই।

৭। কোন প্রকার তদবীর প্রার্থীর অযোগ্যতা হিসেবে বিবেচিত হবে।

অত্র নিয়োগ বিজ্ঞপ্তির যে কোন সংযোজন, সংশোধন বা বাতিলকরণ এসডিআই কর্তৃপক্ষ সংরক্ষণ করে।

(সামছুল হক)

নির্বাহী পরিচালক (সিইও)

এসডিআই, প্রধান কার্যালয়

বাড়ি নং- ৩৪ উত্তর আদাবর, মোতালেব টাওয়ার (৩য় তলা)

আদাবর, ঢাকা-১২০৭

ই-মেইল sdi.hoffice@gmail.com

দরখাস্ত পাঠানোর ঠিকানা

নির্বাহী পরিচালক (সিইও)

এসডিআই

বাড়ি নং- ৩৪ উত্তর আদাবর, মোতালেব টাওয়ার (৩য় তলা),

আদাবর, ঢাকা-১২০৭