

1. Assistant Procurement Officer (01)

Qualification: Minimum Master Degree in any subject with at least 2nd Division/Class/CGPA-3.5 out of 5 or 3 out of 4 in all examinations. Experience in procurement will be preferred.

Age: Maximum 32 years.

2. Lab Officer (Fluid Mechanics Lab and Environmental Engineering Lab): (02)

Qualifications: Candidate should have a B.Sc. in Civil Engineering Degree from any recognized university. Candidates should also have proficiency in MS Office and other relevant software that are used in operating any laboratory instruments of these labs. Working experience in labs will be preferred.

Age: Maximum 32 years.

3. Accounts Officer (01)

Qualification: MBA/M.Com. in Accounting or Finance from a reputed university with no third class/CGPA-3 out of 5 or 2.5 out of 4 in all examinations. CA (knowledge level) or CMA (partly qualified) will be given preference. He/she should have good communication skill in English & Bangla with ability to use a computer.

Experience: Minimum 3(three) years practical experience in any private/public university or company. Working knowledge in Accounting Software will be given preference.

Age: Maximum 35 years.

4. Assistant Accounts Officer (01)

Qualification: MBA/M.Com. in Accounting or Finance from a reputed university with no third class/CGPA-3 out of 5 or 2.5 out of 4 in all examinations. CA (CC) will be given preference. He/she should have good communication skill in English & Bangla with ability to use a computer.

Experience: Minimum 1(one) years practical experience in any private/public university or company. Working knowledge in Accounting Software will be given preference.

Age: Maximum 32 years.

5. Deputy Director, Students' Welfare and Career Counseling Center (01)

Qualification: Master Degree from a reputable university with no third class/division in any examinations. He/she should have good communication skill in English & Bangla with ability to use a computer.

Experience: Minimum 10(ten) years experience in a senior mid level administrative position in Govt. /Semi Govt. /Private organization/Universities. Preference will be given to candidates having experience in soft skills training and student development.

Age: 32-40 Years as on 10 November 2018. Age limit may be relaxed in case of exceptionally qualified candidates.

Please apply through East West University website link (jobs.ewubd.edu).

Application Deadline: 10 November 2018