



IUT

ISLAMIC UNIVERSITY OF TECHNOLOGY
ORGANISATION OF ISLAMIC COOPERATION (OIC)

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WEBSITE: www.iutoic-dhaka.edu



Staff Recruitment

IUT welcomes applications from qualified candidates for the post of **Assistant Translator (English-Arabic-English)-cum-PS**.

Qualification and Experience Requirements:

The candidate should have a graduation degree or its equivalent from a recognized university / institute with excellent capability in translating English-Arabic-English texts. S/he should be well conversant with technical terminology, especially in the realm of diplomacy. Relevant professional certificate and experience would be considered as a plus point. The ideal candidate must have a good command in both English and Arabic languages with computer literacy.

Salary & allowances:

S-1: US\$ 400-32x16-912

plus housing allowance - 40%, applicable if accommodation cannot be provided on the campus, transport allowance, spouse allowance, and children allowance per month, interim allowance, cost of living allowance. Education allowance, medical benefits and end of service indemnity are available as per rules. Moreover, successful candidates, if coming from a member state of the OIC other than Bangladesh, will be awarded 40% international allowance instead of interim allowance as per rule.

Applicants from the host country, Bangladesh, should apply in hard copy, while those from other member-states of OIC may apply through e-mail (establish@iut-dhaka.edu) which should reach the office of the Chief of Establishment, IUT, Board Bazar, Gazipur along with C.V., a passport size photograph and copies of all documents on or before **17 May 2019**.