



IUT

ISLAMIC UNIVERSITY OF TECHNOLOGY



Staff Search

A SUBSIDIARY ORGAN OF ORGANISATION OF ISLAMIC COOPERATION (OIC)

BOARD BAZAR, GAZIPUR-1704

TEL: +880-2-996691250, 996691252; FAX: +880-2-996691260; Website: www.iutoic-dhaka.edu

IUT welcomes applications from qualified candidates for the following:

Sl. No.	Position	Department / Office
1.	Deputy Chief Medical Officer	University Medical Centre
2.	Senior Security and Safety Officer	Campus Security and Safety Office
3.	Assistant Generator Operator	General Services and Engineering Office

Salary & Allowances:

Deputy Chief Medical Officer	:	(S-6 : US\$ 1,050-50x25-2,300)
Senior Security and Safety Officer	:	(S-1 : US\$ 500-50x25-1,750)
Assistant Generator Operator	:	(GS-2 : US\$195-20x25-695)

plus housing allowance - 40%, applicable if an accommodation cannot be provided on the campus, transport allowance, spouse allowance, and children allowance per month, cost of living allowance. Education allowance, medical benefits and end-of-service indemnity are available as per the rules. Moreover, successful candidates, if coming from a member state of the OIC other than Bangladesh, will be awarded 15% expatriate allowance as per rule.

Required qualifications and experience for appointment to the above posts are furnished below:

Deputy Chief Medical Officer

MBBS Degree from a recognized University with at least 12 years experience, out of which 07 years experience as a Senior Medical Officer or similar post.

Skills

Strong communication and thorough decision-making skills on patient care and judgements in relation to coordinating and managing primary care with appropriate treatment as needed; ability to focus on promoting awareness of health and hygiene through counselling, undertaking annual health screening programmes and other effective means aiming for the anticipation of disease and developed health conditions; ability to maintain medical and health records and answer to correspondence write necessary reports as assigned by the authority; ability to coordinate activities and decision making through medical policies of the university; able to communicate effectively in English and should have experience in working in a multicultural and multilingual environment. The candidate should have a proven track record of extensive hands-on experience in treating and prescribing patients. Doctor having experience at university will be given preference.

Senior Security and Safety Officer

Bachelor Degree in any discipline from a recognised university with at least 20 years' experience, out of which 08 years experience as Senior Security and Safety Officer or similar post. Preference will be given to the experienced person with a proven track record of performing relevant security job.

Skills

Should have the capability to communicate well through security reports, complaints and witness statements with adequate knowledge and efficiency in using the computer. Retired officers from the Defence Forces are encouraged to apply.

Assistant Generator Operator

- 2 years Trade Certificate in relevant field
- Experience in the relevant field will be preferred.

Skills

Monitoring gauges and meters to ensure that the generator is operating efficiently; Performing routine maintenance checks and services on generators, such as oil changes and filter replacements; Installing new generators or replacing parts in existing generators to keep them functioning properly; Maintaining electrical systems and components, such as replacing fuses or fixing wiring problems; Operating and maintaining equipment used to provide electricity to consumers during power outages or emergencies; Responding to problems with the generator or other electrical equipment as needed; Operating and monitoring computerized controls for generators to ensure they are functioning properly; Troubleshooting problems with electrical or mechanical equipment to locate the source of the issue; Monitoring fuel consumption and ordering additional fuel as needed

Applicants must apply through the link <https://www.iutoic-dhaka.edu/circular>. Moreover, one set of application along with C.V., a passport-size photograph, and all documents, including NID in hard copy is required to be sent to the office of the Chief of Establishment, IUT, Board Bazar, Gazipur on or before **30 April 2024**.

To be below fifty-six years of age

Those who are in employment must submit their application through the proper channel.

Lobbying and canvassing for employment will not be entertained and may work to the candidate's disadvantage.

Only short-listed candidates will be contacted.