



## Dhaka Tannery Industrial Eastate Wastage Treatment Plant Company Ltd.

Tannery Industrial Estate, Savar, Dhaka

E-mail : [info@bscic.gov.bd](mailto:info@bscic.gov.bd) , web-site: [www.bscic.gov.bd](http://www.bscic.gov.bd)



### **Vacancy Announcement**

#### **Invitation of application for the position of Managing Director**

Bangladesh Small and Cottage Industries Corporation (BSCIC) under Ministry of Industries established Tannery Industrial Estate at Savar, Dhaka, Bangladesh with a land area of 200 acres (80 hectares). The estate comprises 155 tannery industries with facilities of a Central Effluent Treatment Plant (CETP), a Water Treatment Plant and Solid Waste Management System. For smooth operation of the facilities of the Tannery Industrial Estate (CETP, Water Treatment Plant and Solid Waste Management etc.) a company was formed under Company Act, 1994 (Act XVIII of 1994) of the People's Republic of Bangladesh. The company has planned to get 'Leather Working Group (LWG)' certificate as soon as possible. Thus, the Estate, including tannery industries, has to qualify for LWG certificate. Taking all these into account The Company has planned to recruit a Managing Director for smooth operation and maintenance of the CETP, Water Treatment Plant, Solid Wastage management and related issues in the Tannery Industrial Estate, Savar, Dhaka, Bangladesh. The Managing Director has to plan, design and implement activities related to CETP, Water Treatment Plant and Solid Waste Management in the tannery industries to such standard position that will help to get LWG Certificate in a sustainable manner. Therefore, the Managing Director has to deliver services in such a way that the tannery industries of the Estate can achieve LWG certificate as soon as possible.

2. The position is opened for qualified candidates from home and abroad.

#### **Position: Managing Director**

**Dhaka Tannery Industrial Estate Wastage Treatment Plant Company Limited** is going to hire an experienced Managing Director.

#### **Vacancy Details**

Post Title	Managing Director (MD)
Post Level	Fixed-Term Appointment
Company Title	Dhaka Tannery Industrial Estate Wastage Treatment Plant Company Limited
Duty Station	Tannery Industrial Estate, Dhaka (TIED)
Closing Date	18 June, 2020

#### **Duties and Responsibilities**

Subject to the supervision, control and decision of the Board of Directors of the Company, the Managing Director shall perform the following duties:

- To prepare, monitor and implement the budget of the Company
- To appoint requisite manpower
- To operate, maintain and upgrade CETP
- To obtain and acquire assets, rights, licenses and membership for the Company and to pay the cost incurred
- To buy and sell assets and properties of the Company with the approval of the Board of Directors and Extra Ordinary General Meeting
- To delegate any power to any director or officer of the Company or any other competent person
- To dispose of any demand, compromise out of court and can withdraw or revoke for arbitration and signed and execute any deed
- To appoint one or more representative and to take active role in the criminal, civil, and revenue court, in the cases where the company is impleaded
- To assist the development, promotion and implementation of new waste disposal schemes
- To ensure compliance with legislation in the transportation, handling and disposal of waste
- To collect statistics and compile reports
- To monitor the quality and performance of waste services, including contract management of external providers
- To meet 5R (Reduce, Re-use, Refuse, recycle and recover) waste management principles
- To deal with enquiries and complaints from members of the public both in person and by phone or email
- To investigate and follow up claims of the illegal dumping of waste and work with other waste regulation enforcement staff
- To consult with residents, community groups, representative of Local Government, housing associations and traders' associations about waste management issues, identify their requirements and provide appropriate solutions
- To develop research projects and contribute to the activities of national groups concerned with waste disposal
- To attend meetings with MoI, MoC, BSCIC, DoE, and other Government Department/Agencies/NGOs and others
- To Practice results-Based Management System
- To report to the Board of Directors about the condition, operation of Central Effluent Treatment Plant (CETP), Water Treatment Plant as well as other waste treatment facilities and activities on a regular basis and also to inform the Board about any development regarding the above-mentioned issues as soon as possible.

**Core Values/ Competencies**

- Professionalism
- Teamwork
- Planning & Organizing
- Accountability
- Commitment to Continuous Learning
- Technological Awareness
- Client Satisfaction
- Commitment to Continuous Learning

**Education**

- Masters in Environmental science/ Environmental Engineering or similar from internationally recognized University

**Experiences**

- 10 Years of working experience of which:
  - 5 years in tannery management
  - 5 years in company management
- Knowledge and experiences of best practices of solid, liquid waste, gas and sound pollution management
- Working experience with UNIDO in waste management

**Skills**

- Ability to grasp complex and dynamic legislation
- Capacity to explain, apply and monitor such legislation
- Patience and resilience
- Analytical, problem-solving and decision-making skills
- Leadership and management qualities
- Good organizational and administrative skills
- Interest in, and understanding of, environment and sustainability issues
- Good IT and general office skills

**Language**

- Effective communication skills (both oral and written) in English

**Age and Fitness**

- Age is between 45-55 years
- Physically and mentally sound
- Hardworking
- Capable of handling tough situation

**Working hours**

- 9am to 5pm
- Facilities are open seven days a week, so weekend work is a possibility

**Compensation Package**

- Basic Salary, House Rent allowance, Medical Benefits, Bonus, other Fringe Benefits and other allowances (Negotiable)
- Income Tax to be paid by the employee

**Duration of the service**

- The initial contract period of the service shall be 01 (One) year. Further contract is renewable based on satisfactory performance subject to approval of the company's Board of Directors

**Submission of Applications**

- Interested candidate shall have to submit application along with the following documents via E-mail: [info@bscic.gov.bd](mailto:info@bscic.gov.bd)
  - CV with a cover letter signed by applicant
  - Scanned copies of all educational certificates and experience certificates including training and other activities
  - Scanned copies of National ID card & Nationality certificate from competent authority
  - Two copies of recent PP size photograph
  - Submission deadline: 18 June 2020.
- **Dhaka Tannery Industrial Estate Wastage Treatment Plant Company Limited** reserves the right to accept and cancel any or all application or this appointment process without assigning any reason.

(Md. Mostaque Hassan,ndc)

**Chairman**

Dhaka Tannery Industrial Estate Wastage Treatment Plant Company Ltd.

&

**Chairman,**

Bangladesh Small and Cottage Industries Corporation (BSCIC)

137-138, Motijheel C/A, Dhaka-1000, Bangladesh