



ঢাকা পাওয়ার ডিস্ট্রিবিউশন কোম্পানি লিমিটেড

DHAKA POWER DISTRIBUTION COMPANY LIMITED

(An Enterprise of the Government of the People's Republic of Bangladesh)

Website: www.dpdc.gov.bd



Memo No: 87.404.401.03.05.001.2024.286

Date: 28.04.2024

JOB OPPORTUNITY

The Dhaka Power Distribution Company Ltd. (DPDC) invites applications from eligible candidates from the bona fide citizens of Bangladesh for immediate appointment to the position of Executive Director, ICT & Procurement on contractual basis for an initial period of maximum three (03) years at a time (inclusive of 01 year probationary period). The contractual appointment may be renewed every three (03) years up to the age of 62 years but the authority may extend their service up to the age of 65 years subject to satisfactory performance. Brief job description and job specification of the post including other relevant information are as under.

Executive Director, ICT & Procurement - 01 post

Executive Director, ICT & Procurement is the Chief ICT & Procurement Officer of the Company reporting to the Managing Director. It is a strategic level post. The incumbent will act as a member of the top management of the Company to assist the Managing Director for overall coordination of company's management, planning, design, development especially in the area of ICT, procurement related activities, store management functions, tariff management functions, energy metering and auditing related functions. He/ She shall be responsible for ensuring compliances of laws, rules and regulations of the Govt. and the company in order to ensure good governance. The incumbent is responsible for ensuring current best practice in the Information Technology Infrastructure, ensures IT Service Management that are used as key functions for service delivery and the support service within the organization.

Required Qualification, Experience and Age:

- At least post graduate degree in Computer Science/ Business Administration/ Economics/ Mathematics/ Statistics/ Physics/ Applied Physics/ Business studies or related subjects/ Graduate in Engineering from any recognized university.
- No third Division/Class at any stage of the academic career shall be acceptable. Candidates passed in the grading system must possess at least a CGPA 4.0 on a scale of 5.0 or a CGPA 3.0 on a scale of 4.0. Candidates passed in the conventional system (class/ division) must possess at least 2nd class/ division.
- At least 5 (Five) years' experience in senior managerial position [Superintending Engineer or equivalent (4th grade) and above] in the relevant field.
- At least 20 (Twenty) years' work experience as Assistant Manager (ICT)/ Assistant Programmer/ Assistant Engineer and progressively in higher capacities, in a large Public/ Private Organization working in multidisciplinary environment.
- Must demonstrate skill in Public Procurement, preparation of DPP, PPP projects.
- Candidates with post Graduate Qualifications in the respective field and experience of working in large public power/ utility organization with higher relevant position will get preference.
- Preference will be given to candidates having knowledge in TPM, TQM, Preventive Maintenance and Corporate Governance.
- Must have strong communication skill in Bangla & English (written & oral) including working experience using computer and shall be capable of working under and managing in emergency situations.
- Age maximum 60 (sixty) years as on 19/05/2024. The age limit may be relaxed for experienced and extraordinary candidates in the relevant fields.

Remuneration/Compensation Package:

Basic salary per month Taka 149,000.00 (One lac forty nine thousand) only plus house rent @ 50 % of basic pay per month, two festival bonuses in year, Bangla New Year allowance once in every year at the rate of 20% of basic salary, contributory provident fund, group insurance, encashment of leave, gratuity and other admissible allowances as per applicable rules of the company. Expenses at actual medical services as mentioned in the company policy will be reimbursed up to a maximum limit of three (03) months basic salary per annum and full time transport with driver will be provided as per applicable rules of the company. Income tax shall have to be paid by the employee. This remuneration/ compensation package will be subjected to adjustment in the pay structure of the company.

Conditions:

- Interested candidates are requested to apply only through the 'Online Application Form' wherein a scanned recent photograph, signature, NID, all academic certificates and experience certificates should be duly uploaded. The online application form's web link will be available on the website of DPDC (www.dpdc.gov.bd) on 29/04/2024. Before filling up the application form please read the instructions carefully that will be available on the DPDC website.
- Interested candidate must pay Tk. 3000/- (three thousand) through Dutch Bangla Bank Mobile Banking "Rocket" or Digital Financial Service of Bangladesh Post Office 'Nagad'.
- Interested candidate should submit application on or before 19/05/2024.
- Persons employed in Govt., Semi Govt. and Autonomous organization should submit application through proper channel.
- Only the short-listed candidates will be called for interviews. Persuasion of any kind will disqualify the candidate. The authority reserves the right to accept or reject any application or all the applications and no explanation for such action will be provided to the applicant.

Handwritten signatures and initials in blue ink.