

Annexure-II

SI	Grade	Salary	Post	Age limit for direct recruitment	Recruitment procedure	Qualification for direct recruitment	Qualification for promotion	Remarks
1	IX	32000/-	Assistant Head Master(Secondary)	As per rule/order/notification of Secondary & Higher Education Division	By direct recruitment	As per rule/order/notification of Secondary & Higher Education Division	As per rule/order/notification of Secondary & Higher Education Division	Those who are in service will continue
2	IX	32000/-	Foreman(C)		By promotion		i) 10 years experience as Foreman-B ii) Satisfactory service record iii) Sound physical and mental health iv) Must have computer literacy	Those who are in service will continue
3	IX	32000/-	Senior Admin Assistant		By promotion		i) 5 years experience as Admin Assistant ii) Satisfactory service record iii) Sound physical and mental health iv) Must have computer literacy in MS Office (Word, Excel, Power Point), e-mail communications v) Promotion subject to vacancy	Those who are in service will continue
4	IX	32000/-	Accountant		By promotion		i) 5 years experience as Senior Assistant Accountant ii) Satisfactory service record iii) Sound physical and mental health iv) Must have computer literacy in MS Office (Word, Excel, Power Point), e-mail communications v) Promotion subject to vacancy	Those who are in service will continue
5	IX	32000/-	Assistant Teacher (Trained), (Secondary)	As per rule/order/notification of Secondary & Higher Education Division	As per rule/order/notification of Secondary & Higher Education Division	As per rule/order/notification of Secondary & Higher Education Division		Those who are in service will continue
6	X	27000/-	SBA(D)/SSA(D)		By promotion		i) 5 years experience as SBA(C)/SSA(C) ii) Satisfactory service record iii) Sound physical and mental health iv) Must have computer literacy in MS Office (Word, Excel, Power Point), e-mail communications	Those who are in service will continue

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Annexure-II

Sl	Grade	Salary	Post	Age limit for direct recruitment	Recruitment procedure	Qualification for direct recruitment	Qualification for promotion	Remarks
7	X	27000/-	Foreman(B)		By promotion		i) 10 years experience as Foreman(A), Lineman(D) ii) Satisfactory service record iii) Sound physical and mental health iv) Must have computer literacy in MS Office (Word, Excel, Power Point), e-mail communications	Those who are in service will continue
8	X	27000/-	Admin Assistant		By promotion		i) 5 years experience as Junior Admin Assistant cum computer operator ii) Satisfactory service record iii) Sound physical and mental health iv) Must have computer literacy in MS Office (Word, Excel, Power Point), e-mail communications v) Promotion subject to vacancy	Those who are in service will continue
9	X	27000/-	Headmaster (Primary)	As per rule/order/notification of Directorate of Primary Education	By direct recruitment or/and by promotion	As per rule/order/notification of Directorate of Primary Education	As per rule/order/notification of Directorate of Primary Education	Those who are in service will continue
10	X	27000/-	Senior Assistant Accountant		By promotion		i) 5 years experience as Assistant Accountant ii) Satisfactory service record iii) Sound physical and mental health iv) Must have computer literacy in MS Office (Word, Excel, Power Point), e-mail communications v) Promotion subject to vacancy	Those who are in service will continue
11	XI	25000/-	Assistant Accountant	Age maximum 30 years.	By promotion		i) 5 years experience as Senior Account Assistant cum computer operator (SAA) ii) Satisfactory service record iii) Sound physical and mental health iv) Must have computer literacy in MS Office (Word, Excel, Power Point), e-mail communications; v) Promotion subject to vacancy.	Those who are in service will continue

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Annexure-II

SI	Grade	Salary	Post	Age limit for direct recruitment	Recruitment procedure	Qualification for direct recruitment	Qualification for promotion	Remarks
12	XI	25000/-	Assistant Teacher(Non Trained)	As per rule/order/notification of Secondary & Higher Education Division	As per rule/order/notification of Secondary & Higher Education Division	As per rule/order/notification of Secondary & Higher Education Division		Those who are in service will continue
13	XI	25000/-	Foreman(A)/ Lineman(D)		By promotion		i) 5 years experience as Line man(C), Electrician(C), Cable Jointer(C) ii) Satisfactory service record iii) Sound physical and mental health iv) Computer literacy preferred v) Promotion subject to vacancy for Foreman A	Those who are in service will continue
14	XI	25000/-	SBA(C)/SSA(C)		By promotion		i) 5 years experience as SBA(B)/SSA(B) ii) Satisfactory service record iii) Sound physical and mental health iv) Must have computer literacy in MS Office (Word, Excel, Power Point), e-mail communications	
15	XI	25000/-	Junior Admin Assistant		By promotion		i) 5 years experience as Upper Division Assistant(UDA) ii) Satisfactory service record iii) Sound physical and mental health iv) Must have computer literacy in MS Office (Word, Excel, Power Point), e-mail communications; v) Promotion subject to vacancy	Those who are in service will continue

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Annexure-II

SI	Grade	Salary	Post	Age limit for direct recruitment	Recruitment procedure	Qualification for direct recruitment	Qualification for promotion	Remarks
16	XII	24000/-	Security Inspector	Age limit 40-50 years	By direct recruitment/promotion	i) Bachelor or equivalent Degree from any recognized University ii) No third Division/Class at any stage of academic career shall be acceptable. Candidates passed in the grading system must possess at least CGPA 3.0 on a scale of 5.0 and CGPA 2.5 on a scale of 4.0 iii) 10 years job experience in defence Service/Bangladesh Police iv) Sound physical and mental health v) Computer literacy preferred	i) 5 years experience as Security Supervisor ii) Satisfactory service record iii) Must have Foundation Training from Bangladesh Ansar (3 months) iv) Sound physical and mental health v) Computer literacy must vi) Not more than 50% to be filled by promotion vii) Promotion subject to vacancy	Those who are in service will continue
17	XII	24000/-	Assistant Head Teacher (Primary)	As per rule/order/notification of Secondary & Higher Education Division	By direct recruitment/promotion	As per rule/order/notification of Secondary & Higher Education Division		Those who are in service will continue
18	XII	24000/-	Upper Division Assistant (UDA)	Age maximum 30 years. In case of Department candidate age may be relaxed	By promotion		i) 5 years experience as Lower Division Assistant cum computer operator ii) Satisfactory service record iii) Sound physical and mental health iv) Computer literacy must v) Promotion subject to vacancy	Those who are in service will continue
19	XII	24000/-	Senior Account Assistant (SAA)		By promotion		i) 10 years experience as Junior Account Assistant cum computer operator (SAA) ii) Satisfactory service record iii) Sound physical and mental health iv) Must have computer literacy in MS Office (Word, Excel, Power Point), e-mail communications v) Promotion subject to vacancy	Those who are in service will continue

Annexure-II

Sl	Grade	Salary	Post	Age limit for direct recruitment	Recruitment procedure	Qualification for direct recruitment	Qualification for promotion	Remarks
20	XII	24000/-	Electrician(C)		By promotion		i) 5 years experience as Electrician(B) ii) Satisfactory service record iii) Sound physical and mental health iv) Computer literacy preferred	Those who are in service will continue
21	XII	24000/-	Lineman(C)		By promotion		i) 5 years experience as Lineman(B) ii) Satisfactory service record iii) Sound physical and mental health iv) Computer literacy preferred	Those who are in service will continue
22	XII	24000/-	Cable Joiner(C)		By promotion		i) 5 years experience as Cable Joiner(B) ii) Satisfactory service record iii) Sound physical and mental health iv) Computer literacy preferred	Those who are in service will continue
23	XII	24000/-	SBA(B)/SSA(B)		By promotion		i) 5 years experience as SSA(A)/SBA(A) ii) Satisfactory service record iii) Sound physical and mental health iv) Computer literacy preferred	Those who are in service will continue
24	XII	24000/-	Store Keeper(C) (after each 5 years will eligible for the next grade upto XI)		By promotion		i) 5 years experience as store Keeper(B) ii) Sound physical and mental health iii) Computer literacy preferred	Those who are in service will continue
25	XIII	23000/-	Imam		By direct recruitment	i) Title/Dawra from any recognized university/Board/Befak ii) No third Division/Class at any stage of academic career shall be acceptable. Candidates passed in the grading system must possess at least CGPA 3.0 on a scale of 5.0 and CGPA 2.5 on a scale of 4.0 iii) 10 Years experience as Imam/Khatib iv) Hafez-e-Quran is preferred v) Sound physical and mental health vi) Computer literacy preferred		Those who are in service will continue

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Annexure-II

Sl	Grade	Salary	Post	Age limit for direct recruitment	Recruitment procedure	Qualification for direct recruitment	Qualification for promotion	Remarks
26	XIII	23000/-	Cable Joiner (B)		By promotion		i) 5 years experience as Cable Joiner(A) ii) Satisfactory service record iii) Sound physical and mental health iv) Computer literacy preferred	Those who are in service will continue
27	XIII	23000/-	Driver-Light(B)		By promotion		i) 5 years experience as Driver Light(A) ii) Satisfactory service record iii) Sound physical and mental health	Those who are in service will continue
28	XIII	23000/-	Electrician(B)		By promotion		i) 5 years experience as Electrician(A) ii) Satisfactory service record iii) Sound physical and mental health iv) Computer literacy preferred	Those who are in service will continue
29	XIII	23000/-	Librarian (for Secondary School)	As per rule/order/notification of Secondary & Higher Education Division	As per rule/order/notification of Secondary & Higher Education Division	As per rule/order/notification of Secondary & Higher Education Division	As per rule/order/notification of Secondary & Higher Education Division	Those who are in service will continue
30	XIII	23000/-	Lineman(B)		By promotion		i) 5 years experience as Lineman(A) ii) Satisfactory service record iii) Sound physical and mental health iv) Computer literacy preferred	Those who are in service will continue
31	XIII	23000/-	Driver-Heavy	Age maximum 30 years. Age may be relaxed for experienced/departmental candidate.	By direct recruitment	i) SSC or equivalent from any recognized Education Board ii) Educational qualification may be relaxed for experience candidates iii) Must have valid Driving License iv) Sound physical and mental health with eye sight 6/6		Those who are in service will continue

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Annexure-II

SI	Grade	Salary	Post	Age limit for direct recruitment	Recruitment procedure	Qualification for direct recruitment	Qualification for promotion	Remarks
32	XIII	23000/-	SBA(A)/SSA(A)	Age maximum 30 years.	By direct recruitment	i) HSC in science (with Chemistry, Physics, Mathematics) from any recognized Education Board ii) No third Division/Class at any stage of academic career shall be acceptable. Candidates passed in the grading system must possess at least GPA 3.0 on a scale of 5.0 and GPA 2.5 on a scale of 4.0 iii) Sound physical and mental health iv) Computer literacy preferred		Those who are in service will continue
33	XIII	23000/-	Security Supervisor (after each 5 years will eligible for the next grade upto X)	Age maximum 30 years. Age may be relaxed for experienced candidate.	By direct recruitment	i) HSC from any recognized Education Board ii) No third Division/Class at any stage of academic career shall be acceptable. Candidates passed in the grading system must possess at least GPA 3.0 on a scale of 5.0 or GPA 2.5 on a scale of 4.0 iii) Sound physical and mental health iv) Computer literacy preferred v) Educational qualification may be relaxed for departmental candidate. vi) 5 years experiences in relevant job vii) Computer literacy must		Those who are in service will continue
34	XIII	23000/-	Store Keeper(B)		By promotion		i) 5 years experience as Store Keeper(A) ii) Sound physical and mental health iii) Computer literacy preferred	Those who are in service will continue

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Annexure-II

SI	Grade	Salary	Post	Age limit for direct recruitment	Recruitment procedure	Qualification for direct recruitment	Qualification for promotion	Remarks
35	XIV	18000/-	Assistant Librarian (for Secondary School)	Age maximum 30 years.	By direct recruitment	As per rule/order/notification of Secondary & Higher Education Division		Those who are in service will continue
36	XIV	18000/-	Assistant Teacher (Secondary)	Age maximum 30 years.	By direct recruitment	As per rule/order/notification of Directorate of Primary Education		Those who are in service will continue
37	XIV	18000/-	Junior/Assistant Teacher (Primary)	Age maximum 30 years.	By direct recruitment	As per rule/order/notification of Directorate of Primary Education		Those who are in service will continue
38	XIV	18000/-	Cable Joiner(A)		By promotion		i) 5 years experience as Line helper ii) Satisfactory service record iii) Must have ABC License iv) Sound physical and mental health v) Computer literacy preferred vi) Promotion subject to vacancy	Those who are in service will continue
39	XIV	18000/-	Caretaker (after each 10years will eligible for the next grade upto XII)		By promotion		i) 10 years experience as Bearer ii) Sound physical and mental health iii) Computer literacy must iv) Promotion subject to vacancy	Those who are in service will continue
40	XIV	18000/-	Driver-light(A)	Age maximum 30 years. Age may be relaxed for experienced candidate.	By direct recruitment/ outsourcing	i) SSC or equivalent from any recognized Education Board ii) Educational qualification may be relaxed for experience candidates iii) Must have valid Driving License iv) Sound physical and mental health with eye sight 6/6		Those who are in service will continue
41	XIV	18000/-	Electrician(A)		By promotion		i) 5 years experience as Line helper ii) Satisfactory service record iii) Must have ABC License iv) Sound physical and mental health	Those who are in service will continue

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Annexure-II

Sl	Grade	Salary	Post	Age limit for direct recruitment	Recruitment procedure	Qualification for direct recruitment	Qualification for promotion	Remarks
42	XIV	18000/-	Junior Accounts Assistant (JAA) cum computer operator	Age maximum 30 years.	By direct recruitment	i) Bachelor Degree in Commerce/Business Studies from any recognized University (UGC approved) ii) No third Division/Class at any stage of academic career shall be acceptable. Candidates passed in the grading system must possess at least CGPA 3.0 on a scale of 5.0 and CGPA 2.5 on a scale of 4.0 iii) Sound physical and mental health iv) Must have computer literacy in MS Office (Word, Excel, Power Point), e-mail communications		Those who are in service will continue
43	XIV	18000/-	Laboratory Attendant (School)	As per Secondary & Higher Education Division rule/order/notification	As per Secondary & Higher Education Division rule/order/notification	As per rule/order/notification of Secondary & Higher Education Division		Those who are in service will continue
44	XIV	18000/-	Lineman(A)		By promotion		i) 5 years experience as Line Helper ii) Satisfactory service record iii) Must have ABC License iv) Sound physical and mental health v) Computer literacy preferred vi) Promotion subject to vacancy	Those who are in service will continue

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Annexure-II

Sl	Grade	Salary	Post	Age limit for direct recruitment	Recruitment procedure	Qualification for direct recruitment	Qualification for promotion	Remarks
45	XIV	18000/-	Lower Division Assistant (LDA) cum computer operator	Age maximum 30 years.	By direct recruitment	i) Bachelor degree or equivalent certificate from any recognized University(UGC approved). ii) No third Division/Class at any stage of academic career shall be acceptable. Candidates passed in the grading system must possess at least CGPA 3.0 on a scale of 5.0 and CGPA 2.5 on a scale of 4.0 iii) Sound physical and mental health iv) Must have Computer literacy (MS word, Excel, Power point, email)		Those who are in service will continue
46	XIV	18000/-	Store Keeper(A)	Age maximum 30 years.	By direct recruitment/ promotion	i) Bachelor degree or equivalent certificate from any recognized University(UGC approved). ii) No third Division/Class at any stage of academic career shall be acceptable. Candidates passed in the grading system must possess at least CGPA 3.0 on a scale of 5.0 and CGPA 2.5 on a scale of 4.0 iii) Sound physical and mental health iv) Computer literacy preferred v) Experienced candidate will be given preference	i) 5 years experience as store helper (A) ii) Satisfactory service record iii) Must have ABC License iv) Sound physical and mental health v) Computer literacy preferred vi) Not more than 33% to be filled by promotion	Those who are in service will continue

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Annexure-II

SI	Grade	Salary	Post	Age limit for direct recruitment	Recruitment procedure	Qualification for direct recruitment	Qualification for promotion	Remarks
47	XV	17000/-	Line Helper	Age maximum 30 years.	By direct recruitment	i) SSC or equivalent certificate from any recognized Education Board ii) Electrician Work Permit License from Office of the Chief Electric Inspector will be given preference. iii) Sound physical and mental health iv) Electrical line work experience preferred		Those who are in service will continue
48	XV	17,000/-	Muazzin (Will be elligible for next pay grade after 05 years and then next after 10 years upto Grade XIII)	Age maximum 30 years. Age may be relaxed incase of suitable candidates	By direct recruitment	i) Dakhil or equivalent Degree from any recognized Education Board ii) No third Division/Class at any stage of academic career shall be acceptable. Candidates passed in the grading system must possess at least CGPA 3.0 on a scale of 5.0 and CGPA 2.5 on a scale of 4.0 iii) Hafez-e-Quran preferred iv) Sound physical and mental health v) 5 years experience in relevant job preferred		Those who are in service will continue
49	XV	17,000/-	Office Attendant (School) (Wiii be elligible for next pay grade after 05 years and then next after 10 years upto Grade XIII)	Age maximum 30 years.	By direct recruitment	i) SSC or equivalent certificate from any recognized Education Board ii) Sound physical and mental health iii) Computer literacy preferred		Those who are in service will continue

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Annexure-II

Sl	Grade	Salary	Post	Age limit for direct recruitment	Recruitment procedure	Qualification for direct recruitment	Qualification for promotion	Remarks
50	XV	17,000/-	Store Helper(A)		By promotion		i) 5 years experience as store helper ii) Satisfactory service record iii) Sound physical and mental health iv) Computer literacy preferred	Those who are in service will continue
51	XVI	15500/-	Security Guard (General)	Age maximum 30 years incase of Direct recruitment but not more than 50 years incase of outsourcing.	By direct recruitment or outsourcing	i) SSC or equivalent certificate from any recognized Education Board ii) Height must be atleast 5'4". iii) Sound physical and mental health. In case of outsourcing must have proven and documented experience in the relavent field.		Those who are in service will continue
52	XVI	15500/-	Attendant/ Bearer	Age maximum 30 years. Age may be relaxed incase of outsourcing.	By direct recruitment or outsourcing	i) SSC or equivalent certificate from any recognized Education Board ii) Sound physical and mental health iii) Computer Literacy preferred. In case of outsourcing must have proven and documented experience in the relavent field.		Those who are in service will continue
53	XVI	15500/-	Store Helper	Age maximum 30 years. Age may be relaxed incase of experienced candidates	By direct recruitment	i) SSC or equivalent certificate from any recognized Education Board ii) Sound physical and mental health iii) Computer Literacy preferred.		Those who are in service will continue

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Annexure-II

Sl	Grade	Salary	Post	Age limit for direct recruitment	Recruitment procedure	Qualification for direct recruitment	Qualification for promotion	Remarks
54	XVI	15500/-	Cleaner		By outsourcing	Must have 5 years proven and documented experience in the relevant field.		Those who are in service will continue
55	XVI	15500/-	Cook		By outsourcing	Must have 5 years proven and documented experience in the relevant field.		Those who are in service will continue
56	XVI	15500/-	Gardener		By outsourcing	Must have 5 year proven and documented experience in the relevant field.		Those who are in service will continue

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