

English Language Trainer

NDP Technical Institute

Vacancy : 01

Job Context : Under the PKSF-SEIP project implemented by NDP Technical Institute **English Language Trainer** is needed.

- Project: PKSF-SEIP
- Type of Job: Contractual
- Working Area: Kamarkhanda, Sirajganj

Job Responsibilities :

- Preparing Training module
- Preparing Training materiels
- Consistently teach to a required standard
- Taking class on English (Language)/Spoken English
- Completing assessment of the trainees.
- Documentation and reporting according to SEIP and NSDA guidelines and requirements.

Employment status :

- Full-time

Educational Requirements :

- Master/ Bachelor of Arts in English.

Experience requirements :

- Minimum 03 years training experiences.

Additional requirements:

- Professional certificate in English Language Training is preferred.

Age:

- Maximum 40 years.

Job location :

- Kamarkhanda, Sirajganj

Salary :

- Tk. 40,000

Compensation & Other benefits : N/A

Job source : N/A

Apply procedure :

Candidates are requested to send the CV with a cover letter to sumaia@ndpbd.org by **5th of June 2023** or requested to send the CV with a cover letter along with 2 passport size color photograph, copies of educational and experience certificates, relevant documents, national ID card, certificate of nationality from Pourasava/UP and others addressing to the Assistant Director (HR & Admin), National Development Programme-NDP, Kazi Motiar Rahman Road, Masumpur, Sirajganj or P.O. Box No. 2 by **5th of June 2023**. Please clearly state the name of the position applied for on the top of the envelope.

Special Note: The abusers of children, adolescent, youth, women, aged people, person with disability and people with ethnic community need not apply.

The circular is also be available on www.ndpbd.org

Only the short-listed candidates will be called for interview.