



FPAB

■ ■ ■ ■ Protects Sexual and Reproductive Health Rights ■ ■ ■ ■



Program Officer – External Affairs and Resource Mobilization.

FPAB is looking for qualified, experienced, energetic, hardworking committed person for the position of Program Officer – External Affairs and Resource Mobilization.

Job purpose & key tasks

- ▶ Preparation of project proposals & submit to prospective donors as & when required by FPAB.
- ▶ Response donor calls for funding applications including tenders, expressions of interest and requests for proposals, from the public and private sector.

Education and qualifications

- ▶ Post graduate degree in any discipline.

Experience & Skill

- ▶ First-hand experience in developing proposals for international donors and report writing.
- ▶ Relevant experience in Public Relations and/or Marketing. □
- ▶ Fluency in English both in spoken & writing skill.
- ▶ Excellent computer skills.

Salary range

- ▶ Salary will be commensurate with relevant experience.

Interested persons should submit their CV, along with cover letter in sealed envelope super scribed with the position applied for. Application should reach by courier, Fax (+88 02) 8313008 or e-mail fpabnhq@fpab.org by November, 24, 2008 at the address: Director General, FPAB, 2 Naya Paltan, Dhaka-1000. Phone PABX- 8319343