



## Project Inspector (Sustainable Finance Unit)

**Rank:** Junior Officer

**Position:** 02

### Job Description:

Project Inspectors will visit locations and report to the concerned official/ supervisor. The main objective of the job will be to check the feasibility or progress of the project. This position will focus on work of all trades – technical, social (land related issues), legal, environmental aspects as needed. The contract period will be of 1 year, with options of renewing at the end of the contract period.

### Job Responsibility:

- Conduct regular inspection and prepare daily report
- Conduct compliance inspection
- Verifying technical, social (land related issues), legal, environmental aspects on site location
- Capture and catalog photographs of work in progress
- Additional responsibilities not listed may be required

### Competency:

- 04 years Hons. /Masters/BBA/MBA from any reputed University/Institution or Diploma Engineer. (Civil/Mechanical/Electrical) from Polytechnic Institutes etc.
- Minimum CGPA: 2.50
- Experience: Fresh graduates are allowed to apply. Experienced candidates will be preferred.
- Age not more than thirty two (32) years.
- Ability/interest to work in the field.
- Ability/interest to travel frequently all over the country.
- Ability to interpret and provide technical inputs and assist in land related legal issues
- Excellent communication (verbal and technical writing) skills
- Ability to write reports in English
- Ability to operate on computer

### Compensation:

- BDT 19000 to 23,000 per month plus TA, DA

### Instructions:

- Interested candidates, who meet the above criteria, are invited to send a full resume, a passport size photograph, with a cover letter addressed to the Executive Director & CEO, BIFFL, by 20 October, 2016 through e-mail to [career@biff.org.bd](mailto:career@biff.org.bd) by mentioning the name of the position in subject line.
- BIFFL reserves the right to accept or reject any application without assigning any reason, and only shortlisted candidates will be invited for the selection process.