



SAARC Agriculture Centre (SAC)
BARC Complex, New Airport Road
Farmgate, Dhaka – 1215, Bangladesh

VACANCY ANNOUNCEMENT (2019)

Professional Position under SAARC Agriculture Centre (SAC)

A.	Post	:	Senior Program Specialist (Fisheries)
	Age	:	Not more than 55 (Fifty five) years.
	Duty Station	:	Dhaka, Bangladesh
	Closing Date	:	20 August' 2019
	Date of Joining	:	Sixty (60) days from the date of issue of offer letter.
	Duration	:	3 years

Qualification and Experience:

PhD in Fisheries with 12 years of experience or Master's degree with 15 years of experience having good academic record.

Professional Competence:

- Incumbent should be specialized in program/project development, implementation, monitoring, impact analysis, report preparation and presentation in the area of fisheries /aquaculture.
- Clear understanding on the global and regional context of fisheries/aquaculture and related disciplines, SPS, GMP matters, hazard analysis, policy analysis, and technical packages.
- Good command in writing, listening and speaking in English language.
- Proven capacity in writing papers, books and reports.
- Ability to work in multi-disciplinary and multi-cultural team.
- Ability to coordinate and partnership building with professionals, development partners and stakeholders independently.
- Independently organize meeting, workshops, symposium at the international and regional levels.

Brief Job Description:

As a senior member of the divisional team, should be able to perform and initiate program/activities in the area of fisheries/ aqua farming in particular, and broadly in other related areas to accomplish the responsibility of the division. These are, but not limited to, need to analysis and prioritization of regional requirements (also country), develop collaborative programs in the area of fisheries/ aqua farming and related issues, GMP, SPS and environmental aspects, trade, R&D, conservation of resources, food and nutrition security and value addition.

- Ability to translate regional priority issues into implementable programs.
- Prepare program profile, work plan, status report, monitoring and evaluation report, progress report, working papers, annual report and others as and when required.
- Involve in publication of necessary reports, papers, books, book chapters, policy input etc. on timely basis.
- Organize meetings, symposium and workshop in the regional level independently.
- Represent SAARC Agriculture Center in the international and regional level of programs.
- Provide necessary supports and cooperation to other divisions of the Centre for successful implementation of the program/ activities of the Centre.
- Coordination and collaboration with the governments of SAARC Member States, donor partners, commodity associations, and related stakeholders.
- Assist the Director of the Centre.



B. Post	:	Senior Program Specialist (Crops)
Age	:	Not more than 55 (Fifty five) years.
Duty Station	:	Dhaka, Bangladesh
Closing Date	:	20 August' 2019
Date of Joining	:	Sixty (60) days from the date of issue of offer letter.
Duration	:	3 years

Qualification and Experience:

Ph D in Crop Sciences/ Agronomy/ Crop Physiology with 10 years of experience or Master Degree with 15 years of experience having good academic record in the above disciplines.

Professional Competence:

- Incumbent should be specialized in the field of crop related program development, production and management aspects, analyzing natural hazards, GAP (Good Agricultural Practices) and issue quality standards of agricultural products and processes, etc.
- Clear understanding on the global and regional context of the relevant fields in issues and challenges, policies, and technological packages.
- Incumbent should have experience on ensuring food and nutritional security, developing and transferring new technologies and strengthening research-extension-farmers linkage as major challenges for the region.
- Knowledge on seed system, seed bank, food bank, issues and challenges of seeds in the region.
- Project/ program planning, proposal writing, implementation of the program, monitoring and evaluation, report writing.
- Good command in writing, listening and speaking in English language.
- Proven capacity in writing papers, books and reports.
- Ability to work in multi-disciplinary and multi-cultural team.
- Ability to coordinate and partnership building with professionals, development partners and stakeholders independently.
- Independently organize meeting, workshops, symposium at the international and regional levels.
- Knowledge on crop and agriculture policy, dissemination of technologies, combat climatic changes, programs for enhancing productivity, agricultural R&D.

Brief Job Description:

As a professional member of the divisional team, should be able to perform and initiate program/activities in the area of crops/ agronomy/ crop physiology.

- Analysis and prioritize of programs, develop collaborative programs in the area of crop production related issues, GAP (Good Agricultural Practices), environmental aspects, R&D, conservation of resources, bio-diversity, food and nutrition security and value chain development of crops.
- Ability to translate regional priority issues into implementable programs.



- Prepare program profile, work plan, status report, monitoring and evaluation report, progress report, working papers, annual report and others as and when required.
- Involve in publication of necessary reports, papers, books, book chapters, policy input etc. on timely basis.
- Organize meetings, symposium and workshop in the regional level independently.
- Represent SAARC Agriculture Center in the international and regional level of programs.
- Provide necessary supports and cooperation to other divisions of the Centre for successful implementation of the program/ activities of the Centre.
- Coordination and collaboration with the governments of SAARC Member States, donor partners, commodity associations, and related stakeholders.
- Assist the Director of the Centre.



Allowances, facilities and benefits:

The sending government shall protect the salary and meet the cost of transfer passages for his/her family including personal effects. In addition he/she will receive from the SAIC the following allowances:

1.	Living Allowance	US \$ 1,225.00 (US Dollar One Thousand Two Hundred Twenty five) only per month (50 % US Dollar & 50 % Taka).
2.	Daily Allowance in lieu of House rent allowance	In the absence of residential accommodation on first arrival per diem in lieu of house rent allowance @ US Dollar 150.00 (One hundred and Fifty dollar) per day up to a maximum of 21 days for hotel accommodation. An accompanying spouse and up to two of the dependent children below the age of 21 years will get 50 per cent of Daily Allowance. The daily Allowance applicable for SAARC capitals are at Appendix- A. The Regional Centers shall try to find and finalize lease deed for suitable accommodation within this period of time. In case a suitable accommodation is not available within this period, the actual cost of hotel accommodation may be reimbursed to the professional staff subject to his /her entitled rental ceiling. (Not applicable for professionals from Bangladesh).
3.	Residential Accommodation	Professional Staff of the Regional Centre's are presently entitled to unfurnished accommodation within the rental ceiling of US \$ 637.00 (US Dollar Six Hundred and Thirty seven) only in equivalent local currency of Taka per month.
4.	Furniture Grant	The Professional Staff shall be entitled to a one time lump-sum furnishing/settlement grant of US \$ 2,000.00 (US Dollar Two Thousand) only.
5.	Children's Education Allowance	Professional Staff shall be entitled to reimbursement of 90% of school Tuition Fees including Admission, Registration and other compulsory charges subject to an annual ceiling of US\$ 1,500.00 per child for a maximum of two children between the age of 5 to 21 years i.e. children up to Grade XII / A-Level on presentation of actual receipt.
6.	Medical Allowance	Professional staff shall be entitled to reimbursement of actual expenses on medical treatment for self, spouse and dependent children subject to an annual ceiling of US \$ 1,500.00 including 80% reimbursement of hospitalization charges. No reimbursement shall be made for medicines purchased without doctor's prescription and on optical frames/glasses/lenses, dental treatments like- dentures, scaling, and surgeries for the purposes of beautification, health care products and health foods.
7.	Home Leave Allowance	Professional Staff shall be entitled to Home Leave Passage for Economy class for self, spouse and two dependent children once in their tenure and only after completing 18 months of continuous service. No daily allowance or any expenditure on account of stop - over and transfer charges from and to airport shall be entitled.
8.	Other(s)	All other entitlements will be born as per SAARC Harmonize rules.

Common requirements:

1. Clear understanding on the regional and global context is essential.
2. Should be able to work in a mixed culture and in a team.
3. Should have proven background and proficiency in written as well as communicative English.
4. Competence in computer use is required and to be able to work independently and to produce result oriented quality output.
5. Assist the Director in all activities and carry out assignments.
6. Any other responsibility relevant to the Centre programs.

General Information:

Preference will be given to persons having work experience in related field as well as in the National Agricultural Research System (NARS)/ Extension service/donor agencies/development partners. Must obtain minimum 2nd class/ division in all stages of academic records.

Applications in prescribed form (available at the SAARC Division of Foreign / External Affairs Ministry of SAARC Member Countries and also at the SAC web site: www.sac.org.bd) duly filled in by the applicant and recommended by the competent authorities should reach to the Director, SAARC Agriculture Centre (SAC), Farmgate, Dhaka - 1215, Bangladesh through ministry of foreign/external affairs of the respective member countries not later than **20th August 2019**.

Application Form

