



**SOUTH ASIAN ASSOCIATION  
FOR REGIONAL COOPERATION  
SECRETARIAT**

**Message No. 824 04 200**

**Reference No. SAARC/ETF/SARSO/Professional Posts-recruitment/2021**

The Secretariat of the South Asian Association for Regional Cooperation (SAARC) presents its compliments to the Ministries of Foreign/External Affairs of the Member States of SAARC and has the honour to convey that the South Asian Regional Standards Organization (SARSO), Dhaka, Bangladesh has announced vacancies for the positions of **Director and Deputy Director**. A copy of Vacancy Announcement, is enclosed. Further details including the advertisement can also be obtained from the website of SARSO (<https://sarso.org/>)

The Secretariat has further the honour to request the esteemed Ministries to kindly take necessary measures to upload the Vacancy Announcement in the websites of the following offices for wider publicity:

- i. Ministry of Foreign/External Affairs;
- ii. Relevant Ministries and offices;
- iii. Relevant professional's organizations / bodies / institutions; and
- iv. Relevant publicly accessible sites that may be considered appropriate

**It may please be noted that the last date for submission of the application is 15<sup>th</sup> December 2021.**

The Secretariat avails itself of this opportunity to renew to the Ministry of Foreign/External Affairs of the Member States of SAARC, the assurances of its highest consideration.

**Encls: a.a.**

**Kathmandu, 09 November 2021**

**The Ministries of Foreign/External Affairs,  
(SAARC Division),  
Member States of SAARC.**

**Copy to:** South Asian Regional Standards Organization (SARSO), Dhaka, Bangladesh with request to upload on SARSO's website and share this with the GB and TMB Members of SARSO.



South Asian Regional Standards Organization(SARSO)  
(A Specialized Body of SAARC)  
Dhaka, Bangladesh

SARSO/Professional Staff Recruitment /02/2021/2482

09 November 2021

**Vacancy Announcement**  
**Category: Professional Staff (Director & Deputy Director)**

The South Asian Regional Standards Organization (SARSO), a specialized body of SAARC located in Dhaka. It was established as SAARC Regional Standards with a view to harmonize standards and removing technical barriers to trade and to boost intra-regional trade and to have access in the global market.

Applications are invited for filling up the following post of Director & Deputy Director (**Professional Staff**) from the appropriately qualified persons as mentioned against each post from among the nationals of the SAARC Member States.

Designation & No of vacancies	Salary and allowances	Qualifications, Experiences and Age
Director - 2 (Two Posts)	Salary-USD 3000.00 Residential Accommodations -USD 600.00	Post graduate degree with basic sciences or Graduate degree in Engineering. 12 (twelve) years' experience in standardization and/or conformity assessment and/or Accreditation including some experience of dealing with relevant international organizations.  Age:40 - 50 years as of 15 December 2021.
Deputy Director -2 (Two Posts)	Salary- USD 2500.00 Residential Accommodations - USD 550.00	Post graduate degree with basic sciences or Graduate degree in Engineering. Ten (10) years' experience in standardization and/or conformity assessment and/or Accreditation.  Age: 35-45 years as of 15 December 2021.

Other entitlements include children Education Allowance, Medical Facilities, Furnishing Grant, etc. as per approved Rules of SARSO which may be obtained by the interested candidates from SARSO Secretariat, Dhaka through e-mail at [dg@sarso.org](mailto:dg@sarso.org) or [dg@sarso.org.bd](mailto:dg@sarso.org.bd)

**Conditions:**

- (a) The applications are to be sent through e-mail along with CV, attested copies of certificate of educational qualification and experiences.
- (b) Two copies of passport size photograph.

---

**SARSO Secretariat: 116/A, Tejgaon Industrial Area, Dhaka-1208, Bangladesh**

**Tel: +8802-8878130, Fax: +8802-8878131**

**E-mail: [dg@sarso.org](mailto:dg@sarso.org) / [dq@sarso.org.bd](mailto:dq@sarso.org.bd), Website: [www.sarso.org.bd](http://www.sarso.org.bd)**



South Asian Regional Standards Organization(SARSO)  
(A Specialized Body of SAARC)  
Dhaka, Bangladesh

(c) The applicants will send their applications through proper channel to the Director General, SARSO, Dhaka by e-mail at [dg@sarso.org](mailto:dg@sarso.org) and [dg@sarso.org.bd](mailto:dg@sarso.org.bd) with a copy by e-mail to SAARC Secretariat, Kathmandu at [dirind@saarc-sec.org](mailto:dirind@saarc-sec.org). The last date for submission of the application is 15 December 2021.

(d) The appointment shall be subject to the proviso that no objection is raised by their respective Governments.

(e) The duration of the service for the post of Director and Deputy Director will be 3 (three) years.

(f) Only the short-listed candidates will be invited for interview.

(g) In the event of interview in physical mode, the candidates short-listed and selected for interview from the Member States except the host country, will be paid travel cost and per diem as per SAARC rules.

ক. জয়ন্তা সিরিকুমারা

K. Jayantha Sirikumara  
Director



---

SARSO Secretariat: 116/A, Tejgaon Industrial Area, Dhaka-1208, Bangladesh

Tel: +8802-8878130, Fax: +8802-8878131

E-mail: [dg@sarso.org](mailto:dg@sarso.org) / [dg@sarso.org.bd](mailto:dg@sarso.org.bd), Website: [www.sarso.org.bd](http://www.sarso.org.bd)