



Bangladesh Data Center and Disaster Recovery Site Ltd.

BDBI, Bhahan (Level-15), 8, Rajuk Avenue, Dhaka-1000.

JOB OPPORTUNITY

Bangladesh Data Center and Disaster Recovery Site Limited, a full-fledged ICT Company invites applications from eligible Bangladeshi citizens for appointment in the following post.

Name of the Post	Managing Director & CEO
No of the post	01
Salary	Negotiable

Job Description

The Managing Director & CEO is the Chief Executive Officer of the Company and reports to the Chairman and the Board of Directors. The Managing Director & CEO will be responsible for managing all business and administrative functions of the Company. The successful candidate will anticipate and manage organizational resources to meet the needs and goals of the Company. He/She is the leader of the management team of the Company and is responsible for the overall administration & management, controlling, coordinating, corporate planning, business development, etc. He/She will ensure discipline, good organizational culture and compliance with relevant Laws, Rules and Regulations in the overall functions of the Company. The Managing Director & CEO have to deep insight into the local ICT ecosystem of Bangladesh and project management.

The Managing Director & CEO will perform the following duties and responsibilities including but not limited to:

- Develop and articulate the strategy, policy and guidelines to run the Data Centre as a successful company.
- Take necessary steps to ensure the setup of the Data Centre within a short period.
- Oversee the business operations, investment performances and ventures to ensure results consistent with the overall strategy and mission of the Company.
- Report to the Board of Directors about ongoing operations, portfolio performance, give strategic advice, reports, results, findings, recommend relevant policies and reform laws based on emerging trends.
- Required to inform all relevant stakeholders about developments aligned with the Company's objectives.
- Report about business plans, monitoring their efficacy, progress and the annual budget of the Company.
- Organize regular investment reports and reviews including quantitative and qualitative portfolio studies as necessary.
- Attend company meetings, review financial statements and should be up-to date with any policy changes as deemed necessary.
- Prepare Annual Reports for presenting at the Board Meetings / Annual General Meetings.
- Liaison with Board of Directors / Regulators / Stakeholders to ensure all activities are in alignment.
- Direct and supervise the activities of staff and manage key personnel's and service providers/vendors.
- Perform any other responsibilities assigned by the Chairman or the Board.

Required Educational Qualification and Experience

- Age at most 60 years (as on 28/02/2023).
- At least 15 Years of professional experience including a minimum of 10 years of experience in Banking Sector/Government/Data Center.
- Experience in similar types of Government / Banking projects will be given preference.
- Master's degree from UGC recognized university. Engineering degree will be an added advantage.
- No third division/class at any stage of academic career shall be acceptable.
- Possession of Professional Certifications or training on PMP, PMI-PBA, CDCMP, CDCS, CDCP, CISA, ISO 27001, CISSP or Equivalent Certification may be considered as an added advantage.
- Experience in Business Continuity and Business Development is required.
- Ability to deliver dynamic leadership and implement strategic plans adding real value at the highest level.
- Excellent analytical observation and decision-making skills.
- Strong communication, management and negotiation skills.
- In-depth knowledge and experience in ICT Related operations and ICT services relating to Data Centers.

General Conditions:

1. Candidates in service will be required to apply through the appropriate authority.
2. Incorrect/Incomplete applications and received applications after the deadline will be rejected.
3. Only short-listed candidates will be called for an interview.
4. Any kind of persuasion will disqualify the candidate.
- 5.

Application procedure:

1. Interested candidates may apply to The chairman, Bangladesh Data Center and Disaster Recovery Site Ltd. with detailed Curriculum-Vitae along with a cover letter, copies of educational and experience certificates, a copy of national ID card, recent passport size color photo through the email address drs.recruit@icb.gov.bd.
2. Application deadline is 31/03/2023.

(Md. Habib Ullah)
Board Secretary

Bangladesh Data Center and Disaster Recovery Site Ltd.

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VOL XXX NO 118, REGD NO DA 1589
FALGUN 25, 1429 BS
SHABAN 17, 1444 HJRI
20 PAGES PRICE: TK 15.00
www.fe-bd.com

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