



Bangladesh Foreign Trade Institute  
TCB Bhaban (5<sup>th</sup> Floor), 1 Kawranbazar, Dhaka-1215.

## **Vacancy Announcement**

Bangladesh Foreign Trade Institute (BFTI) is a non-profit research and training institution built on the concept of a public-private partnership (PPP) between the Ministry of Commerce, Bangladesh, and the private sector. Its focus is on research, education, training and policy advocacy on international trade-related issues.

BFTI is inviting application for the positions of a **Director, a Senior Research Fellow and two Research Fellows** from highly experienced professionals with experiences in research or related fields to undertake research work in trade, commerce and financial sectors. We are looking for highly competent persons with a strong sense of integrity and team spirit, and an intrinsic motivation to work for BFTI.

### **Director: Position-1**

#### **Key Responsibilities:**

- He will report to the CEO and-
- Conduct theoretical and empirical research on trade-related issues, including WTO and regional/bilateral trade agreements;
- Assist the government's trade policy-making through research and advocacy;
- Organise seminars, workshops and conferences to disseminate research findings and to bring together experts and stakeholders for exchange of ideas;
- Supervise and mentor the junior staff to ensure their career development as productive members of the Institute;
- Publish newsletters, discussion papers and journals to disseminate research findings and scholarly work;
- Any other task that may be assigned by the CEO.

#### **Profile Requirements:**

- Ph.D in Economics or Business or any other related subject;
- Minimum 15 years experiences in any recognised research and/academic/multicultural organisations with at least 4 years experience in trade related organisation (educational qualification requirement may be relaxed for candidates having experience in trade related organisations for at least 10 years);

- A good number of publications in international journals and or chapters of books or monographs;
- Strong verbal and written Bangla and English communication skills;
- Excellent interpersonal, mobilisation, facilitation, and trade negotiation skills;
- Experienced in managing reputable institutions with diverse academic and research programmes, where a large body of professionals are engaged
- Demonstrated managerial capacity;
- Advanced computer literacy and familiarity with trade-related database and analytical software.
- Some conditions may be relaxed in case of truly exceptional candidates.

**Remuneration: Upto Tk.150,000/- (Consolidated)**

### **Senior Research Fellow: Position-1**

#### **Key Responsibilities:**

- Develop research proposal and undertake research on trade-related issues (initially at least two per year for BFTI).
- Develop policy and recommendations and closely coordinate with the relevant national and international organisations.
- Develop training modules and organise training courses for public and private sector officials.
- Supervise and guide research activities of junior members of the BFTI.
- Any other task that may be assigned by the CEO.

#### **Profile Requirements:**

- Post-graduate or Ph.D. in Economics, Statistics, Business, Development Studies or any trade-related field of study.
- Research publications in the areas of trade and economics in internationally recognised journals.
- Proven, long-term and current track record of trade related academic or research experience at least 10 years.
- Extensive management and strategic leadership experience.
- Advanced computer literacy and familiarity with trade-related database and analytical software.
- Some conditions may be relaxed in case of truly exceptional candidates.

**Remuneration: Upto Tk.120,000/- (Consolidated)**

## **Research Fellow: Position-2**

### **Key Responsibilities:**

- Develop research proposal and undertake research on trade-related issues (initially at least two per year for BFTI).
- Develop policy and recommendations and closely coordinate with the relevant national and international organisations.
- Develop training module and organise training courses for public and private sector officials.
- Supervise and guide research activities of junior members of the BFTI.
- Any other task that may be assigned by the CEO.

### **Profile Requirements:**

- Post-graduate or Ph.D. in Economics, Statistics, Business, Development Studies or any other trade-related field of study.
- Research publications in the areas of trade and economics in internationally recognised journals.
- Proven, long-term and current track record of trade-related academic or research experience of at least 8 years
- Extensive management and strategic leadership experience.
- Advanced computer literacy and familiarity with trade-related database and analytical software.
- Some conditions may be relaxed in case of truly exceptional candidates.

### **Remuneration: Upto Tk.100,000/- (Consolidated)**

Age: Maximum 40 years.

BFTI is an equal opportunity employer, offering competitive conditions of employment and the chance to work in an excellent environment. We are committed to diversity and applicants may require to travel locally and abroad. Candidates are requested to apply with a forwarding letter explaining how s/he would meet the personal specifications along with detailed curriculum vitae by **25<sup>th</sup> January 2016** to **jobs@bfti.org.bd** or **at the BFTI addressed to the Chief Executive Officer.**

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