



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 Government of Bangladesh represented by the Ministry of Commerce, Finance, Industries, Economic Relations Division, EPB, and Trade and Tariff Commission, and the private sector, represented by all the major trade organisations, namely, the FBCCI, ICCB, BTMA, MCCI, CCCI, BGMEA, BCI, and DCCI. Its focus is on research, education, training and policy advocacy on international trade-related issues.

BFTI invites application for **three Research Associates (RA)** from talented people with dedication to undertake a major expansion as a leading think-tank organisation. We are looking for highly competent persons with a strong sense of integrity and team spirit, and an intrinsic motivation to work for the BFTI.

### **Research Associate (RA): Position-3**

#### **Key Responsibilities:**

- Providing research assistance in needs-based training programmes in the matter of laws related to foreign trade, international economics, trade laws etc. for enhancing the capacity and efficiency of the government and private sector officials;
- Providing research assistance on international trade negotiations, trade agreements, and conducting research on specific topics;
- Exploring joint training possibilities with international and local trade bodies and research institutes;
- Development, maintenance and strengthening of liaison with different stakeholders, including government departments, trade associations, multilateral agencies and experts to strengthen training and research activities;
- Building and updating of databases;
- Data collection, dissemination and presentation;
- Participating in various training programmes at home and abroad;
- Organising training, research, seminar/roundtable etc.;

- Assistance in development and delivery of training modules;
- Such other task or tasks as may be assigned to him from time to time by the authorities.

**Profile Requirements:**

- Master's Degree in Economics, Business, and any other relevant subject from a highly reputed university with top-class performance in all public examinations;
- Fluent in spoken and written English and Bangla;
- Advanced computer literacy and familiarity with trade-related databases and analytical software;
- At least four (04) years experience in trade or economics-related research areas;
- Some conditions may be relaxed in case of truly exceptional candidates.

**Remuneration: Upto Tk.55,000/- (Consolidated)**

**Age: Maximum 30 years.**

**Job Location: Dhaka.**

BFTI is an equal opportunity employer, offers 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. Interested candidates are requested to apply confidentially with a cover letter explaining how s/he would meet the personal specifications along with detailed curriculum vitae before **24<sup>th</sup> January, 2021**, to **jobs@bfti.org.bd** or at the **BFTI address to the Chief Executive Officer**.

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