

Transparency International Bangladesh (TIB), the Bangladesh chapter of Berlin-based Transparency International, works with a vision of Bangladesh where government, politics, business, civil society and the daily lives of the people are free from corruption. Its mission is to create and strengthen a social movement against corruption.

TIB is inviting applications from Bangladeshi nationals for the position of **Senior Programme Manager-Research & Policy** under its project titled BIBEC – Building Integrity Blocks for Effective Change (October 2014-September 2020), renewable for a further period of 5 years subject to extension of the project. The goal of the project is to promote a more enabling environment for reducing corruption. The specific objectives are to advocate for reforms in laws, policies, processes, practices and oversight for improving governance in targeted institutions and sectors and to generate peoples’ demand for good governance and to strengthen citizen’s capacity to challenge corruption.

Only the short listed candidates will be eligible for the selection process. Short-listing will be made on the basis of merit; all candidates meeting the minimum application criteria will be considered, but may not be short- listed.

#### **Application Procedure**

Interested candidates must send their applications with complete details of academic performance, professional record and other relevant information using the prescribed **Applicant Information Format** which can be downloaded from the following link ([tibmis.ti-bangladesh.org/vacancy](http://tibmis.ti-bangladesh.org/vacancy)). **Applications without using this Format will not be considered.** In addition to the duly filled up Applicant Information Format, please send a substantive application in one page arguing in favor of your candidacy in three parts – academic background, relevant experience and why you consider yourself competent for the position. Attach one recent passport size photograph and send to the following address by post/courier or email within **April 7, 2019**.

***Please mention the position applied for in the email subject line or on top of envelop.***

***Senior Manager (Human Resources)  
Transparency International Bangladesh (TIB)  
MIDAS Centre (Level 4 & 5), House # 05, Road # 16 (New) 27  
(Old) Dhanmondi R/A, Dhaka-1209.  
e-mail: [vacancy@ti-bangladesh.org](mailto:vacancy@ti-bangladesh.org)***

***Before applying for your intended position, please read the following carefully.***

Other benefits for regular staff are: annual performance-based increment, cost of living adjustment, contributory provident fund, gratuity, festival allowance and insurance. The short-term staffs are not entitled to any other benefits except Cost of Living Adjustment (COLA).

TIB is an equal opportunity employer. However, women, minority and physically challenged candidates are preferred when the necessary qualifications and competencies are met. If an applicant is an immediate family member of anyone involved in TIB s/he must clearly mention it. Such candidates can be employed in TIB only by a special resolution of the Board of Trustees even if duly qualified in the competitive selection process. Any persuasion is treated as disqualification.

TIB strictly observes a policy of zero tolerance to corruption and all employees are committed to observe TIB Code of Ethics available in TIB website [www.ti-bangladesh.org](http://www.ti-bangladesh.org), which also contains further information about TIB’s work.

## **Senior Programme Manager-Research & Policy**

Currently 1 (one) position based in Dhaka is vacant. **Women and candidates from minority communities fulfilling required qualifications will be given preference.**

### **Job highlights:**

As a senior member of the Research & Policy (R&P) division, the Senior Programme Manager (R&P) under the guidance of the Director-Research & Policy and Executive Management Team will be responsible for following:

- Contribute to designing research and formulating policy strategy of the Research and Policy (R&P) Division;
- Playing a key role in developing and implementing the operations plan of the R&P division;
- Designing large scale quantitative survey, planning field operation and supervising /coordinating survey implementation;
- Playing a key role in designing analysis plan of large scale quantitative data;
- Designing and independently conducting both qualitative and quantitative research on selected sectors and/or institutions/issues of public interest;
- Producing research reports, and making public presentations;
- Preparing policy papers/briefs and designing policy advocacy strategy on the basis of research findings;
- Providing research guidance and supervision and line management for the team/individual researcher to be responsible for;
- Contribute to various Divisional responsibilities that includes budget formulation, various intra-team sharing, donor reporting, M&E and MIS reporting etc.
- Participating actively in every stage of the project cycle; and
- Perform any other relevant task as assigned by the authority.

### **Qualification and Experience:**

Applicants, within the age limit of 48, having a Masters with honours preferably from a relevant discipline (Social Science/ Statistics) with minimum 8 (eight) years of relevant work experience, of which at least 5 (five) years in a managerial position will be considered for this position. Proven track record as a skilled researcher that includes experience of implementing and designing large scale quantitative survey, analyzing qualitative data, and report writing are some of the most essential prerequisites for this position. Exposure to governance related research should be an added advantage. The ideal candidate should have leadership, supervision, communication and staff management capacity. Integrity, team building and attaching high value to professionalism are some of the core attributes the candidate needs to possess.

Although the position is Dhaka-based, the selected candidate must be prepared to undertake field visits as and when necessary. S/he must be comfortable working with people of diverse age-groups with various social, economic, professional, and /or cross cultural identities.

Candidates with 3rd Division or CGPA less than 2.5 on a scale of 4 or 3 on a scale of 5 at any level of their education need not apply

### **Salary and benefits for the position:**

Gross initial salary is Tk. 140,675.00 per month plus other benefits as per relevant rules of TIB. Income tax is payable by TIB staff, deductible at source. Other benefits for TIB staff are: annual performance-based increment, cost of living adjustment, contributory provident fund, gratuity, festival allowance and insurance.

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