

Assistant Manager/ Senior Officer - Improved Cook Stove (ICS)

Rural Services Foundation, An Initiative of RAHIMAFROOZ

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Vacancy

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Job Context

The Job holder is responsible for developing Improved Cook Stove (ICS) project and establishing a sound environment by habituate the rural people to use Improved cook stove and overall related activities of the organization.

Job Responsibilities

- Prepare Annual Budget Plan (ABP) of Improved Cook Stove (ICS) project.
- Improved Cook Stove Entrepreneurs Selection.
- Ensure the fixation of cluster wise monthly target on sales share with concerned stakeholders.
- Regular visit of cluster offices to motivate and ensure sales consistency.
- Increasing coverage and adding new cluster offices to expansion the business.
- Prepare monthly rolling forecast to ensure uninterrupted supply.
- Prepare monthly disbursement report of Improved Cook Stove project.
- Ensure promotional activities as per IDCOL guideline.
- To provided technical and management training of Improved Cook Stove project.
- Monitoring competitors activities, submit report and recommendation for counter act.
- To participate in different meetings, fairs, workshops organized by different stakeholders.

Employment Status

Contractual

Educational Requirements

- Masters degree in any discipline
- B.Sc in Civil Engineering, Electrical Engineering. Masters in Environmental Science & Disaster Management are preferable.

Experience Requirements

- 3 to 5 year(s)

Read Before Apply

***Photograph must be enclosed with the resume.**

Apply Procedure

Additional Requirements

- Age 30 to 40 years
- Only males are allowed to apply
- Adequate knowledge about Improved Cook Stove (ICS) activities.
- Strong interpersonal and communication skills. Data entry in ERP, expert in Microsoft Office (MS-Word, MS-Excel, MS-Access, MS-Power Point) & Internet browsing, MS outlook.

Job Location

Dhaka

Salary

- Negotiable
- Income Tax paid by company.

Compensation & Other Benefits

- T/A, Mobile bill, Tour allowance
- Lunch Facilities: Partially Subsidize
- Festival Bonus: 2(Yearly)

Job Source

Bdjobs.com Online Job Posting

Application Deadline : **March 15, 2019**

Company Information

Rural Services Foundation, An Initiative of RAHIMAFROOZ Address : Rural Services Foundation, An Initiative of RAHIMAFROOZ, 116, Manco House, Arjot Para, Mohakhali, Dhaka-1215 Web : www.rsf-bd.org Business : Rural Services Foundation (RSF) is a Social Development Initiative of Rahimafrooz, it has been implementing projects under IDCOL program (TR/Kabita, Solar Home System, Biogas & Improved Cooking Stoves) since 2006. It has also operating Agent Banking Activities through the county. It is a fast growing renewable energy Company in Bangladesh.