

Career Opportunity

Asia Insurance Limited, a well reputed public listed AA+ rated Non-Life Leading Insurance Company in Bangladesh who are looking for committed and self driven dedicated professionals for the following post/positions:

SL No	Post/Position	Department & Work station	Qualifications, Experience & Age Limit	Responsibilities
01	Branch Manager Or Head of Branch (Mid Level to Senior Level)	Dhaka & Divisional City of Bangladesh	Minimum Graduate and 10 (Ten) years working experience in the related field. Good connection with the business conglomerates and bankers shall get priority. Age limit : Not over 50 years	Branch Manager & Head of Branch is responsible for overall branch management, overseeing all branch operations, managing a team of employees and ensuring the branch meets its targets and objectives. He will develop and implement strategies to attract and retain customers, provide exceptional customer service and drive business growth. He will also make plan for discovering the Insuring Community and wherever there is a possibility of getting Insurance business in connection of expanding Insurance business of the Company.
02	Human Resource Management & Administration Executive (Senior Level)	Human Resource Management & Administration Dept. Head Office, Dhaka	MBA/Masters in any subject from well reputed Varsity. 10-12 years in the HR & Administration department of National & Multi National Company. Age limit : Not over 50 years	To look after the development of Human Resources and day-to-day administrative control of the personnel and welfare of personnel.
03	Research & Development Executive (Mid Level)	Research & Development wing ,Head Office, Dhaka	MBA/Masters in Economics or Social Science or any subject of similar faculty. Working experience in the related field will get preference. Age limit : Not over 50 years	Responsible to prepare a data base prospecting clients, To prepare a statement quarterly sectorwise Import/ Export, Investment statistics in Economics Zone, EPZ and any arena of the Country.
04	Finance & Accounts Officer (Mid Level)	Finance & Accounts Dept. Head Office, Dhaka	Minimum Masters in Finance/ Accounting and 05 (Five) years working experience in the related field. CA (C.C) will be given preference. Age limit : Not over 40 years	Overseeing the flow of cash and financial instruments, Preparing reports as required by law, regulations or company policies, Capacity to assists the CFO in preparation of Insurance Accounts & other departmental work as required.
05	Business Relationship Officer (Entry Level to Mid Level)	Business Promotion & Planning Dept. Head Office & All Branch Offices	Minimum Graduate in any discipline. Experience in the related field will get preference. Good connection with the large business conglomerates. Age limit : Not over 40 years	Responsible for procurement of Insurance business. He will make plan for discovering potential Insuring Community in connection of expanding Insurance business.

We have unique working environment, attractive compensation package for the self driven deserving candidates. **Practical working experience in Computer Literacy is a must in every position as applied for.** Age Limit may be relaxed for the suitable candidate in every position.

Others Benefit: Provident Fund, Gratuity, Group Insurance, Group Hospitalization Insurance, Bonuses as per Company's Service Rules & Regulations. Car facilities will be given only for the suitable and deserving candidates. Gross salary is negotiable for the deserving candidates that the Company is looking for indeed.

Both **Male & Female** Applicants are requested to send their Resume along with 03 (Three) copies passport size photograph to The Managing Director & CEO, Asia Insurance Limited, Corporate Head Quarters: Rupayan Trade Center (14th Floor), 114-115 Kazi Nazrul Islam Avenue, Banglamotor, Dhaka-1000, Bangladesh or mail to asiainsu@gmail.com by **28 October, 2024**. Only shortlisted candidates will be called for the Interview.

The Candidate should marked the post/position as applied for. The Management reserves the right to reject any application without showing any reason what so ever.