



Circular No: 2025-2026.000.04

Date: 01 January, 2026

Career Opportunity

Position Title : Project Manager

Vacancy : 01

Project Title : SMART Project

1. Background

SDS (Shariatpur Development Society) is going to implement a sub-project titled '**Adopting technologies and practices for resilient green growth in fisheries sub-sector.**' as part of the 'Sustainable Microenterprise and Resilient Transformation (SMART)' Project. This sub-project aims to increase resource-efficient and resilient green growth of microenterprises (MEs) under **Pisciculture** sub-sector. The project is jointly financed by the World Bank, Palli Karma-Sahayak Foundation (PKSF), and SDS.

2. Sub-project Objectives:

- To adopt resource efficient, cleaner production and good aquaculture practices
- To adopt climate resilient technologies for reducing vulnerabilities
- To increase technical knowledge and capacity of the MEs
- To promote proper waste management
- To increase fish production and improve access to markets for sustainable growth.

3. Sub-project Working Areas

The sub-project will cover Shariatpur districts.

4. Duration

The employee will initially be hired for a one-year term, with the possibility of extending the contract till 30 June 2028, based on satisfactory performance.

5. Duties and Responsibilities

The 'Project Manager' is responsible for overall implementation, supervision and monitoring of the project at the field. His/her duties and responsibilities, which are essential but not limited to:

- Coordinate project management activities, resources, equipment, and information.
- Provide strategic direction for project implementation and supervise the project.
- Identify and mitigate project risks and issues to ensure successful project delivery.
- Facilitate project meetings, training, and workshops, and Environment Club meetings
- Manage project budgets, procurement, reimbursement, as well as track project performance.
- Ensure and supervise documentation on events, program learnings and impact, case studies, and reports.
- Ensure and supervise preparation and submission of project progress reports in a timely manner (monthly, quarterly, yearly).
- Maintain regular communication and collaboration with PKSF regarding sub-project implementation.



এসডিএস (শরীয়তপুর ডেভেলপমেন্ট সোসাইটি) **SDS** (Shariatpur Development Society)

- Maintain liaison and coordination with local government as well as govt. offices such as DAE, DoF, DoE.
- Report to senior management regarding project progress regularly.
- Any other tasks or duties assigned by the senior management of the organization.

6. Academic Qualifications

- Should have a BA/BSS/BSc./BCom.(pass) degree with master degree or BBA or Bachelor degree (hons) in any subject from a UGC-approved university.
- BSc. in Fisheries/ Environmental Science/ Agricultural Science (will be preferred.)

7. Working Experience

- Minimum six (6) years of working experience in project management (only full-time work experience after graduation will be considered).
- Relevant working experience with PKSf or any project funded by multi-lateral development partners would be preferred.
- Good computer knowledge (MS office suite, typing both English and Bangla).

8. Age Limit

- Maximum 53 years of age on the last date of application.

9. Salary and Allowances

- Monthly consolidated salary is BDT 70000/- (Seventy Thousand Taka)
- Other admissible benefits (Festival Bonus, Bangla Noboborsho allowance, Mobile allowance, etc.) as per the organization's policy.
- Salary and other admissible benefits (if any) are inclusive of all taxes as imposed by the government of Bangladesh. Taxes will be deducted at sources as per government rules.

Apply Procedure:

Only those who meet the above requirements and relevant background are requested to apply with a Cover Letter and updated CV along with Experience Certificate, Educational Certificate, NID, and recent 2 copy photograph to Executive Director, SDS, Sadar Road, Shariatpur Sadar, Shariatpur- 8000 or send e-mail to "recruitmentsdsbd@gmail.com" on or before **05 January 2026**. Please mention the name of position on envelop or in the subject line of the e-mail.

Women are actively encouraged to apply.