

Sonali Bank PLC

Human Resource Development Division

Head Office, Dhaka.

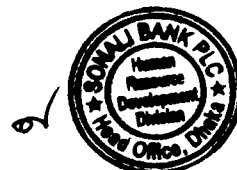
Request for Expression of Interest for Selection of Senior Consultant (Islami Banking) in the Rank of General Manager

Sonali Bank PLC is the largest commercial bank of the country, emerged as a limited company on 03.06.2007 by way of registering with the Registrar of the Joint Stock Companies & Firms in Dhaka.

The Bank has started Islamic Banking Activities as well as regular banking system in consideration with the increasing demand & expectation of customers. It is completely based on Islamic Shariah. A high profile Shariah supervisory committee consists of reputed Islamic scholars, Economists & Bankers has been working in the bank for proper & fair Islamic Banking activities.

Presently, Islamic banking window has been working in 58 branches of the bank. Islami banking will be opened in every branches of this bank in phases. The Bank has a total of 1232 branches at home and abroad including 02(two) overseas branches at Kolkata and Siliguri in India. Besides the Bank have joint ventures and subsidiaries/sister concerns in the name of (a) Sonali Investment Limited (SIL), (b) Sonali Exchange Company Inc. (SECI) USA, (c) Sonali Bangladesh (UK) Ltd. (d) Sonali Pay (UK) Ltd. and Sonali Intellect Limited as associate company.

The Chief Executive Officer, Sonali Bank PLC invites proposals for providing services as Senior Consultant (Islami Banking) in the position of General Manager with the full executive power, responsibility and accountability of the Islami Banking Division of the bank from eligible Bangladeshi candidates who must have qualifications and experiences mentioned below:



Educational Qualification:

ক) ন্যূনতম যোগ্যতা:

- ১) কোনো স্বীকৃত বিশ্ববিদ্যালয় হতে ফিন্যান্স/ব্যাংকিং/অর্থনীতি/একাউন্টিং/ম্যানেজমেন্ট/ মার্কেটিং/ ইসলামিক ফিন্যান্স/ইসলামিক ব্যাংকিং - যে কোনো একটি বিষয়ে স্নাতক (সম্মান)সহ স্নাতকোত্তর ডিগ্রি

অথবা

স্নাতক ডিগ্রিসহ এসিএ/এসিএমএ/এফসিএ/এফসিএমএ পেশাগত ডিগ্রি থাকতে হবে।

- ২) উল্লিখিত বিষয়ে কোনো স্বীকৃত বিশ্ববিদ্যালয় হতে ন্যূনতম দ্বিতীয় শ্রেণির (সম্মানের সিজিপিএ) স্নাতক (সম্মান)-সহ স্নাতকোত্তর ডিগ্রি এবং অন্যান্য একাডেমিক পরীক্ষার যে কোনো ১টিতে ১ম বিভাগ বা শ্রেণি (সম্মানের সিজিপিএ) থাকতে হবে। কোনো তৃতীয় শ্রেণি/বিভাগ গ্রহণযোগ্য নয়।

খ) অগ্রাধিকার যোগ্যতা:

- ১) Certified Islamic Professional Accountant (CIPA), Certified Shariah Advisor and Auditor (CSAA), Certified Islamic Finance Professional (CIFP), Certified Islamic Banker (CIB), Certificate in Islamic Banking and Finance (CIBF), Professional Certification in Islamic Finance (PCIF) ডিগ্রীধারী।
- ২) ব্যাংকিং ডিপ্লোমা উভয় পর্ব উত্তীর্ণ এবং কম্পিউটার স্কিল সম্পন্ন প্রার্থী।

Professional Qualification & Experience:

- ১) ডেপুটি জেনারেল ম্যানেজার সম্মানের পদে ন্যূনতম ৩(তিন) বছরের চাকুরিসহ কমপক্ষে ১৭(সতেরো) বছরের ব্যাংকিং অভিজ্ঞতা থাকতে হবে, তন্মধ্যে যে কোনো বাণিজ্যিক ব্যাংক/ আর্থিক প্রতিষ্ঠানে ইসলামী ব্যাংকিং-এ কমপক্ষে ১০ বছরের অভিজ্ঞতা থাকতে হবে।
- ২) শরী'আহ সংক্রান্ত বিষয়াবলী তথা ফিকাহ-আল-মোয়ামালাত সম্পর্কে সম্যক জ্ঞান থাকতে হবে।
- ৩) প্রোডাক্ট ডেভেলপমেন্ট, ইনভেস্টমেন্ট, শরী'আহ অডিট, ট্রেজারি, আইটি সাপোর্ট, এমআইএস, মার্কেটিং, শরী'আহ সেক্রেটারিয়েট এ অভিজ্ঞতা সম্পন্ন ব্যক্তিদের অগ্রাধিকার দেয়া হবে।

উল্লেখ্য, প্রার্থিত যোগ্যতা সম্পন্ন এ ব্যাংকের কোনো কর্মকর্তা চাকুরি থেকে অবসর/অব্যাহতি প্রাপ্তির ০৫ (পাঁচ) বছর অতিবাহিত হওয়ার পর উক্ত পদে নিয়োগের জন্য আবেদন করতে পারবেন।



Major Job Description/Responsibilities:

The primary objective of the project is to conduct a comprehensive study on current shariah-based banking business model of Sonali Bank PLC and do the following:

1. Study the market trends of shariah-based banking in Bangladesh, perform a brief SWOT analysis and delineate a strategic mission for Sonali Bank.
2. Following a gap analysis, assess the financial needs of the target market and how the bank's services would plug in the gap.
3. Formulate a five-year shariah-based business plan for the Sonali Bank PLC. The financial projections (provide detailed income statements, balance sheets and cash flow forecasts for next 5 years) should accompany specific assumptions behind the projections and strategies.
4. Recommend an organizational structure (e.g. Subsidiary/Wing/Division) and manpower requirements for next 5 years.
5. Recommend competency matrix and JD for key personnel. Outline recruitment strategies, employee development and training programs, particularly for Shariah compliance.
6. Conduct a comprehensive review of the current business processes across all sections of the existing Islamic Wing with specific recommendation for improving operational efficiency of the proposed Company/Division/Wing. Identify the number of business processes and formulate Standard Operating Procedures (SOPs) for all business processes.
7. Develop an implementation plan for process improvements with clear timelines and resource allocation. Assist the bank to implement a change management strategy to facilitate smooth transition and adoption of the new processes by the bank staff.
8. Evaluate the effectiveness of existing technology and workflow automation systems and provide a roadmap for improvement. Develop and propose optimized workflows and procedures to enhance operational efficiency, reduce costs and improve service quality; including potential automation opportunities.



9. Summarize relevant regulations; suggest how the bank would ensure compliance with regulatory requirements and industry best practices throughout the process. This should include compliance checklist and surveillance process.
10. Detail the procedures for regular Shariah audits and the governance structure overseeing compliance.
11. Suggest a process of new financial products development and including process of vetting for Shariah compliance.
12. Recommend time-based marketing strategies, channels and budget to reach the target market; how the bank will position its brand in the market; outline the sales process and customer acquisition strategies.
13. Identify potential risks (market, credit, liquidity, operational, legal etc.) and suggest strategies to mitigate them.
14. Submit a detailed Plan for physical branch/outlet locations and digital banking services.

Tenure: 02 (two) years.

Age Limit: Age within 65 (Sixty Five) years (As on 12/08/2024).

Remuneration: Negotiable.

Complete application must be submitted to the following address by 12/08/2024. The application must have detailed curriculum vitae with a recent photograph(passport size), NID copy, certified copies of all academic and experience certificates, permanent address, contact address (e-mail, telephone), an appreciation of the assignment in one page and expected salary with any other relevant information.

Bank reserves the right to accept or reject any application or annul the process without assigning any reason.



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