

Job Description
of
Md. Alomgir Hossain Al Nawaj
Deputy Director (Programming)
Planning, Monitoring and Evaluation Division
Bangladesh Rural Development Board
5 Kawran Bazar, Dhaka
Tel: +88-02-8180025, +88-02-8180030-34, Fax:+88-02-8180003
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Cell No:

Key Responsibilities of this position:

- Work as section head (programming) under supervision of Joint Director of the Division
- Work as promoter towards the digitalization for the organization
- Supervision in preparation of monthly, quarterly, half yearly and yearly management information sheets (MIS) of the organization
- Assist staffs and officers of the organization to implement ICT Act-2009
- Work as focal point of BRDB to ensure implementation of governments ICT policy to build up “Digital Bangladesh”
- Ensuring e-governance through ICT
- Conduct training for staffs as well as officers
- Take initiatives to ensure transparency and accountability through digitalization
- Work as members of various forums directed by Director General of BRDB.

Md. Alomgir Hossain Al Nawaj
Deputy Director (Programming)
Bangladesh Rural Development Board
5 Kawran Bazar, Dhaka