



Intergovernmental Organization for Marketing Information and Technical
Advisory Services for Fishery Products in the Asia and Pacific Region

Ref: I.L 7.1/BGD

Mr. Sayeed Mahmood Belal Haider
Secretary
Ministry of Fisheries and Livestock (MoFL)
Bangladesh Secretariat
Dhaka-1000,
Bangladesh

মৎস্য ও প্রাণিসম্পদ মন্ত্রণালয় অতিরিক্ত সচিব (মৎস্য) এর দপ্তর	
ডায়েরী নং ৩০৬	তারিখ: ০৬/০৭/২৪
যুগ্মসচিব	যুগ্মপ্রধান
উপসচিব (মৎস্য)/১/২/৩/৪/৫/আইন	
উপপ্রধান	
সিগনসহঃ/সহঃ	স্বাক্ষর

4 July 2024

Email: secretary@mofl.gov.bd;
ps_secretary@mofl.gov.bd

Dear Mr. Sayeed Mahmood Belal Haider,

INFOFISH Professional Staff Vacancy Announcement: EXTENDED DEADLINE

Greetings from INFOFISH.

With reference to the above matter, kindly be informed that the deadline for accepting applications for the post of Trade Promotion Officer at INFOFISH has been further extended to 16 August 2024.

Please find enclosed herewith a copy of the advertisement for your information and dissemination accordingly.

Applications may be sent directly to INFOFISH or preferably through the National Liaison Offices in the respective member countries.

Your support in this regard is greatly appreciated and please do feel free to reach out, should you have any questions or require any clarification.

Thank you so much and yours sincerely,

Gemma Meermans Matainaho
Acting Director

মৎস্য ও প্রাণিসম্পদ মন্ত্রণালয় সচিবের দপ্তর	
ডায়েরী নং ৭০৭	তারিখ: ৭-৭-২৪
উপসচিব: প্রাণি-২/মৎস্য/পরিচালনা	অবিদ্যে ব্যবস্থা দিন
যুগ্মসচিব: প্রাণি-১/আইন/	প্রয়োজনীয় ব্যবস্থা দিন
যুগ্মসচিব: সু-ই/প্রশা-২/পরিচালনা-১/২	উপস্থাপন করুন
উপসচিব:...../ বাজেট	আলোচনা করুন
সচিবের একান্ত সচিব	মতামত দিন
	স্বাক্ষর

Handwritten signature and date: ০৭/০৭/২৪

cc:

- Mrs. Shahina Ferdousi, Joint Secretary, Ministry of Fisheries & Livestock (MOFL), Bangladesh (Email: fisheries-5@mofl.gov.bd)
- Mr. Syed Md Alamgir, Director General, Department of Fisheries, Bangladesh (Email: dg@fisheries.gov.bd; dgstaffofficer@fisheries.gov.bd)
- Mr. S M Mohib Ullah, Principal Scientific Officer, Fish Inspection and Quality Control, Department of Fisheries (Email: psofiqcdf@gmail.com; psofiqc@fisheries.gov.bd)
- Mr Serajul Islam, Senior Assistant Director (Grade-5), Fish Inspection and Quality Control, Department of Fisheries (Email: serajban@gmail.com)

ডায়েরী নং ৩০৬
তারিখ: ০৬/০৭/২৪
উপসচিব (মৎস্য-৫ অধিশাখা)



INFOFISH

Vacant Position

INFOFISH is an inter-governmental organization that was set up by the Food and Agriculture Organization of the United Nations (FAO) to provide marketing information and technical advisory services for fishery products in the Asia-Pacific Region and beyond. It is based in Kuala Lumpur and hosted by Malaysia since its inception in 1981. In this regard, INFOFISH is currently seeking suitably qualified and interested applicants for the role as highlighted below.

TRADE PROMOTION OFFICER

Trade Promotion Division

Working under the over-arching supervision of the Acting Director/Director, INFOFISH, the Trade Promotion Officer shall be responsible for the following:

- Monitor and review fishery trade in the Asia-Pacific region and beyond;
- Collect and analyze price and market information on specific fishery products for the 'INFOFISH Trade News', a monthly bulletin;
- Attend to queries on supply, marketing and trade of fishery products worldwide;
- Work on identification and export promotion of fishery products from the region;
- Maintain regular contact with institutions, market news correspondents and organizations relevant to the fish marketing information network;
- Write and review articles pertaining to marketing and international trade of fishery products for the INFOFISH International magazine and other publications; and
- Undertake other activities as assigned by the Supervisor or the Acting Director/Director.

Interested applicants should also have the following necessary qualifications:

- Post-graduate degree in Fisheries Economics, Economics, Marketing, Trade, Business Management, International Business or related fields;
- Experience in international trade and marketing; experience in a fisheries-related work environment would be viewed very favourably;
- Proven ability to understand, analyze and report on trade data, statistics and trends;
- Proven ability to draft, edit or write trade reports, articles and/or contribute to trade news;
- Very good inter-personal and communication skills in English;
- Excellent written English skills;
- Very good ability to plan, prioritize and multi-task;
- Strong ability to work in a diverse work environment;
- Proficiency in Microsoft Office; and
- National of a Member Country* of INFOFISH.

Duty station:

This position is based in Kuala Lumpur, Malaysia. Applicants must be willing to relocate.

Emoluments:

Salary will be consistent with the INFOFISH terms and conditions for this position, details of which will be clarified to the successful candidate.

Should you be interested in making an application for this position as advertised, please email: info@infofish.org for an **Application Form**. All **Application Forms** should be completed in full and submitted with the necessary supporting documentation by 16th August 2024 to the following address;

The Acting Director,
INFOFISH, 1st Floor, Wisma LKIM, Jalan Desaria, Pulau Meranti,
47120 Puchong, Selangor Darul Ehsan, Malaysia
Email: info@infofish.org

Closing date: 16th August 2024

for the receipt of applications at INFOFISH. Only short-listed candidates will be notified.

**Bangladesh, Cambodia, Fiji, Kiribati, Malaysia, Maldives, Papua New Guinea, Philippines and Thailand.*