



গণপ্রজাতন্ত্রী বাংলাদেশ সরকার
সংস্থাপন মন্ত্রণালয়।

এস্টাব্লিশমেন্ট ম্যানুয়েল
(ভলিউম-১)

(নিয়োগবিধি, নিয়োগ, বদলী, প্রেষণ, প্রশিক্ষণ, জ্যেষ্ঠতা, অবসর গ্রহণ ও
অবসরভাতা, শৃংখলা ও আচরণ, ছুটি, বাসা বরাদ্দ, চাকুরীর রেকর্ড পত্র
সংরক্ষণ ইত্যাদি সম্পর্কিত নিয়মাবলী)

(২০০৯ সালের ৩০ জুন পর্যন্ত সংকলিত)

মূল্যঃ ৬৩০ (ছয়শত ত্রিশ) টাকা

PART-VII*

Bangladesh Civil Service (General Education)

Sl. No.	Name of the specified post of the Service	Age limit for direct recruitment.	Method of recruitment.	Qualification.
1	2	3	4	5

SECONDARY AND HIGHER EDUCATION DIRECTORATE
HEAD OFFICE

1	Director-General	..	<p>By promotion from amongst the —</p> <p>(i) Directors of Secondary and Higher Education;</p> <p>(ii) Directors of Primary Education; and</p> <p>(iii) Professors.</p> <p>Or</p> <p>By transfer of officers of the BCS (General Education) Cadre serving in posts equivalent to the post of Director-General.</p>	<p>18 Years' experience in the concerned Service including 3 years' in a feeder posts or posts specified in column 4, but in case of Professors recruited directly in the cadre, 10 years' experience in the Service after his appointment as such.</p>
2	Director		<p>By promotion from amongst the —</p> <p>(i) Professors;</p> <p>(ii) Principals of Masters Honours or Non-Honours Degree or Teachers' Training Colleges;</p> <p>(iii) Vice-Principals of Masters of Honours Colleges; and</p> <p>(iv) Principal and Head Maulana of Madrasha-E-Aha.</p>	<p>15 Years' experience in the Service including 2 years' experience in a feeder posts or posts specified in column 4, but in case of an officer who was appointed as Professors by direct recruitment, 7 years' experience in the Service after his appointment as such.</p>

1	2	3	4	5
9	(a) Lecturers of Master's Honours, Non-Honours Degree and Higher Secondary College and Madrasha-E-Allia. (b) Assistant Moulavi of Madrasha-E-Allia.	As per Bangladesh Civil Service (Age, Qualification and Examination for Direct Recruitment) Rules, 1982.	(a) For Lecturers of subject other than science subjects, 100% by direct recruitment. (b) For Lecturers of science subjects, 98% by direct recruitment and 2% by promotion from amongst the Demonstrators of relevant subjects.	<i>For direct recruitment</i> : As per Bangladesh Civil Service (Age, Qualification and Examination for Direct Recruitment) Rules, 1982. <i>For promotion</i> : Second class Master's degree in the relevant subject and 5 years' experience as Demonstrator of the relevant subject.
10	Principal of Teachers Training College.	..	By promotion from amongst the— (i) Vice-Principals and Associate Professors of Teachers' Training Colleges; (ii) Associate Professors of other Government Colleges, and also Deputy Director (General Education) having experience as Associate Professor and who have second class B.Ed. or M.Ed. degree or second class diploma in Education. Or	<i>For promotion</i> : 12 years' experience in the Service including 2 years' experience in a feeder post of posts specified in column 4, and in the case of an Associate Professor appointed by direct recruitment, 5 years' experience in the Service after his appointment as such.

1	2	3	4	5
11	Vice-Principal of Teachers' Training College.	..	<p>(iii) By transfer of Principals of Non-Honours Degree Colleges who have second class B.Ed. or M.Ed. degree.</p> <p>By promotion from amongst the Assistant Professors of Teachers' Training Colleges, and Assistant Professors of other Government Colleges and also Assistant Director (General Education) having experience as Assistant Professor and who have second class Diploma in Education or second class B.Ed. or M.Ed. degree;</p> <p>Or</p> <p>By transfer of Associate Professors of Teachers' Training colleges and Associate Professors or Vice-Principals of Non-Honours Degree Colleges who have second class B.Ed. or M.Ed. degree or second class Diploma in Education;</p> <p>Or</p> <p>By transfer of Deputy Directors (General Education) who have second class Master's degree with second class B.Ed. or M.Ed. degree. or second class Diploma in Education.</p>	<p>For promotion : 10 years' experience in the Service including 3 years' experience in the feeder post, but in the case of an Assistant Professor appointed by direct recruitment, 3 years' experience in the Service after his appointment as such.</p>

1	2	3	4	5
12	Associate Professor of Teachers' Training College.	Not exceeding 40 years, relaxable up to 45 years for departmental candidates.	(a) 80% by promotion from amongst Assistant Professors (including Counsellors) of Teachers' Training Colleges, and Assistant Professors of other Government Colleges and also Assistant Directors (General Education) promoted from the post of Lecturer, and who have second class B.Ed. or M.Ed. Degree or second class Diploma in Education; and (b) 20% by direct recruitment.	<p>For promotion : 10 years' experience in the Service including 3 years' in a feeder post or posts specified in column 4, but in the case of an Assistant Professor appointed by direct recruitment, 3 years' experience in the Service after his appointment as such.</p> <p>For direct recruitment : M.S. degree or Ph.D. degree in the relevant subject and second class Diploma or Degree in Education and 8 years' teaching experience in a degree college;</p> <p>Or</p> <p>First Class Masters' degree with Second Class Diploma or Degree in Education and 10 years' teaching experience in a degree college.</p>
13	Assistant Professor (including Counsellor) of Teachers' Training College.	Not exceeding 35 years, relaxable up to 40 years for departmental candidates.	(a) 80% by promotion from amongst the Lecturers of Teachers' Training College; and	For promotion : 5 years' experience in the feeder post.

1	2	3	4	5
			(b) 20% by direct recruitment	<p><i>For direct recruitment:</i> M.S. degree or Ph.D degree with Second Class Diploma or Degree in Education and 3 years' teaching experience in a degree college ;</p> <p>Or</p> <p>First Class Masters' degree with second class Degree or Diploma in Education and 5 years' teaching experience in a degree college.</p>
14	Lecturer of Teachers' Training College.	As per Bangladesh Civil Service (Age, Qualification and Examination for Direct Recruitment) Rules, 1982.	(a) 97% by direct recruitment ; and (b) 3% by promotion of Research Assistants.	<p><i>For direct recruitment:</i> As per Bangladesh Civil Service (Age, Qualification and Examination for Direct Recruitment) Rules, 1982.</p> <p><i>For promotion:</i> At least 2nd Class M.Ed. degree, or 2nd Class Master's degree with 2nd Class M.Ed. or B. Ed. degree or 2nd class Diploma in Education, and 5 years' experience if the feeder post specified in column 4.</p>