



"We Believe in Information, Empowerment & Development"

Ref: ASHIKA/Admin/Circular/2026-2571

Date: 15/03/2026

Re-circular

ASHIKA Development Associates is a CHT based Non-Government Organization which has been implementing diversified National, UN and Foreign Aided development projects since 1999. The organization is gradually expanding its scope of works and therefore, wishes to invite application from development professionals in the following positions based on project approval.

The Project "Access to and Utilization of Lifesaving Services by Marginalized Communities in Chittagong Hill Tracts in Bangladesh" to be implemented in Rangamati. The project focuses on nutritional supports, community resilience and overall well-being of vulnerable children under five and their households in the Chittagong Hill Tracts (CHT) through integrated nutrition, livelihood and WASH interventions. We are looking for dynamic individuals with proven expertise in managing complex, multi-sectoral projects.

| Sl No | Position Name | Salary (BDT) | Required Educational Qualification | Required Experience |
|-------|-------------------------------------|--|---|--|
| 04 | Procurement and Logistic Officer -1 | As per the salary structure of the project | Bachelor/Master's degree in Business Administration, Business studies or related field. | <ul style="list-style-type: none">• Minimum 3 years of procurement experience in Procurement and logistics at NGO/INGO or donor-funded projects (specially Nutrition/Livelihood/WASH sector preferred).• Mandatory hands-on experience and knowledge on procurement procedures, documentation, and vendor management, asset verification etc.• Ability to work in remote field locations and multicultural environments.• Proficiency in MS Office (especially Excel).• High integrity, transparency, and attention to detail.• Preference will be given to permanent residents of Rangamati Hill District. |

Please note that:

- Candidates from Rangamati District will be given special preference.
- Females and physically challenged Candidates are strongly encouraged to apply.
- Previous Experienced employees with **ASHIKA Development Associates** will get preference.
- Interested candidates are requested to submit their Cover Letter, a recent photograph and CV/Resume to the following email address by mentioning the applied position in subject line to the Executive Director, ASHIKA Development Associates on or before **24th March 2026, 10:00 AM.**
- Online and physical submission during EID vacation will stay open.

***Email address: info@ashikacht.org or Hard Copy to:

Executive Director,
ASHIKA Development Associates,
Kambhe House, K. K. Roy Road, Rangamati-4500, Bangladesh.



Note: We maintain zero-tolerance principle on sexual harassment and financial corruption.