



# Bangladesh Red Crescent Society

National Headquarters

684-686, Red Crescent Sarak, Bara Moghbazar, Dhaka-1217

## **VACANCY ANNOUNCEMENT (RE-ADVERTISEMENT)**

Bangladesh Red Crescent Society (BDRCS) invites application from the suitable professional candidates for the position of **Deputy Secretary General** on contractual basis based in Dhaka.

This position will be responsible for assisting the Secretary General in implementing the decisions of the Managing Board and overseeing the Society's country-wide projects and programs. Key responsibilities include planning, budgeting, budgetary control, supervision, monitoring, evaluation, reporting, and human resource development and management. The ideal candidate should possess the ability to maintain effective relationships with the Government of Bangladesh, UN agencies, IFRC, ICRC, Partner National Societies, and other national and international organizations, particularly those involved in humanitarian activities.

The candidate should be between 50 and 62 years of age as of 13 July 2026. The incumbent must hold at least a postgraduate degree in any discipline and have a minimum of 20 years of professional experience, including at least 10 years in a management position within a reputed organization such as a Government, Semi-Government, Autonomous, UN, INGO, NGO, Red Cross-Red Crescent, or Development organization. Proficiency in computer applications, fluency in spoken English, and a high level of proficiency in written English are essential requirements. As the Red Crescent Society is a voluntary humanitarian organization, preference will be given to candidates with experience and knowledge in crisis management, disaster mitigation, participation in national and international conferences, and work experience in the humanitarian field.

Applications should be submitted with full CV mentioning two references, two recent passport size photographs and necessary documents **to The Chairman**, Bangladesh Red Crescent Society. 684-686, Red Crescent Sarak, Bara Moghbazar, Dhaka-1217 **by 13 July 2026**. Salary and other facilities are subject to negotiation.

**Candidates who submitted an application in response to the previous advertisement are requested not to reapply. Your existing application will still be considered.**

**Only shortlisted candidates will be notified.**

**BDRCS is an equal opportunity employer.**

**Chairman**