



FAITH & FUTURE INDUSTRIES LIMITED

Renowned for manufacturing Garments Accessories and Trims, Faith & Future is looking for some dedicated and innovation candidates to join the team in the following positions:

POSTS	Location	QUALIFICATIONS	EXPERIENCE	JOB DESCRIPTION
Sr. Marketing Officer	Banani/Gazipur	<ul style="list-style-type: none"> # Bachelor degree in any discipline # Preferred BBA in Marketing or Masters from any reputed university # Skills Required: Garment Accessories, Sales & Marketing 	<ul style="list-style-type: none"> # At least 5 year(s) # The applicants should have experience in the following area(s): Sales & Marketing # The applicants should have experience in the following business area(s): Garments Accessories 	<ul style="list-style-type: none"> # Candidate must have knowledge about Garments Accessories products like Carton, Back board, Poly, Hanger, Elastic. # Costing & determining appropriate price quotations to ensure sales orders # To Follow-up the L/C, UD & acceptance collection from the customer
Commercial Manager	Banani	<ul style="list-style-type: none"> # M. Com # Master of Business Administration (MBA) 	<ul style="list-style-type: none"> # 5 to 7 year(s) # Adequate knowledge in export documents related with Bank, C&F, EPB, Customs, Shipping Line and Freight forwarders, Import through L/C& T/T etc. # Practical Knowledge about H.S. Code, L/C Clauses, PSI, Customs and bonded warehouse matter, Custom Audit, Bill of Lading and other shipping documents, UP, UD, GSP, EXP, BGMEA, NBR & other delegates etc. 	<ul style="list-style-type: none"> # Compose any kinds of bank forwarding letter for LC opening and loan. # Export documentation: L/C or sales contract formalities, proforma invoice, commercial invoice. # Must be proficient with UD/BGMEA procedures. # Required to have overall knowledge of GSP, EPB and Customs Procedures. # Co-ordinate with Govt. officials & C&F agent, Banks, Forwarders, Transportation on time.
Sr. Executive Content Writer	Banani	<ul style="list-style-type: none"> # Bachelor degree in any discipline # Freshers are encouraged to apply 	<ul style="list-style-type: none"> # Sound in MS Office and photoshop skills # Fluent in English/Bengali Writing # Research Based Content Writing 	<ul style="list-style-type: none"> # Conducting research on a given topic to ensure the accuracy and relevance of the content. # Prepare unique SEO friendly contents for websites, social media, digital media, advertisements, and other marketing materials # Using photoshop to make pictures and express your notion through them. # Write quality web content, and ensure content is relevant enough to create interest among users

Sr. Accounts Officer	Banani/Gazipur	# Bachelor/Masters degree in Accounting from any reputed university	# At least 2 years experience in related field	# Posting in the Cashbook, Bankbook & Ledger on a daily basis; # Deal account payable and account receivables, monthly reconciliation. # Preparation & disbarment of Salary; # Preparing & checking the vouchers daily; # Handling cash, Monitoring cash and deposit to bank according to policy, Writing Cheque;
Production Officer	Gazipur	# BBA/BSC Pass # Anyone without any certifications, but has work experience are encouraged to apply	# Experience in Carton, Polythene, Hanger, Elastic and Back-board # Fluent with costing items # Handling labors and implementing methods to improve productivity	# Managing labors and meeting production target on time # Scheduling delivery and finding ways to reduce operation cost. # Production supervision and maintain quality standard # Production planning and minimizing the wastages # Submit production report to the management on a daily basis

Salary and other benefits: Will be provided on the basis of qualification and experience of the candidate.

It is ESSENTIAL to mention the post in the subject while applying for a certain position. Applications will not be accepted if anyone fails to do so.

Interested individuals are requested to send CV by email at: hrdepartment@faithnfuture.com

Faith & Future Industries Ltd:

Flat C2, House 37, Road 27, Block A, Banani, Dhaka-1213, Bangladesh

Call us at: +8801897-715300, +8801897-715306 ☐