



Bangladesh Commerce Bank Limited (BCBL)
50.41% Shareholding Owned by the Government of the People's Republic of Bangladesh)
Career opportunity

..... Join the prospective Team!

Bangladesh Commerce Bank Limited (BCBL), a public limited company, currently has 50.41% shareholding held by the Government of the People's Republic of Bangladesh, with the remaining 49.59% owned by depositors and other private shareholders. In line with our strategic growth and commitment to service excellence, we are **looking for experienced and dynamic banking professionals** for the following positions, who are self-driven and capable of meeting challenges with professionalism, integrity, and innovation:

Sl. no	Position/ Grade & Field of Assignment	Terms and Conditions
(01)	Legal Affairs Division Chief Legal Officer(CLO) Legal Affairs Division Legal Officer (SO/PO/SPO)	a) Education, experiences, Age, responsibility and all other requirements as per BRPD Circular No. 14, Dated-04-08-2024; b) Be willing to dispose entire office hours only for the bank; a) Bachelor of Laws (LL.B) or Master of Laws (LL.M) degree from a reputed university/institution; b) Must have valid membership of the Bangladesh Bar Council and be eligible to conduct legal practice independently; c) Must be willing to dedicate full office hours exclusively to the Bank's legal affairs and assignments; d) Age: Not exceeding 45 years as of 30 September 2025.
(02)	Board Secretariat (SPO/FAVP/AVP)	a) 4 years' Honors (Graduation) or a Master's (Postgraduate) degree in any discipline from any reputed institution. b) Chartered Secretary (CS) or equivalent professional degree is mandatory; c) Be capable of coordinating Board meetings, preparing agendas/minutes, and ensuring regulatory and policy compliance in line with Bank and Bangladesh Bank directives. d) Minimum 05 years banking experience including 03 years in the relevant field/sector. e) Age: Not exceeding 45 years as of 30 September 2025.
(03)	Financial Administration Division (FAD) (PO/SPO/FAVP)	a) 4 years' Honors (Graduation) or a Master's (Postgraduate) degree in Business Administration/ Business Studies/ Bank Management/ Accounting/Finance from any reputed institution. b) Certificate Level of CA/CFA program or equivalent will be preferred. c) 03 years of experience in Tax and VAT Compliance and Regulatory Reporting or relevant field/sector; d) Basis: Full time (Permanent) e) Age: Not exceeding 45 years as of 30 September 2025.
(04)	ICT Division (PO/SPO/FAVP)	a) 4 years' Honors (Graduation) in Computer Sciences & Engineering, EEE, Information Technology or related field from any reputed institution. b) Certification in database administration (e.g., Oracle Certified Professional, Microsoft Certified Database Administrator) is preferable. c) Minimum of 5 years of experience as a Database Administrator; d) Responsibilities Include monitoring, maintaining, and optimizing database systems to ensure performance, security, and high availability; troubleshooting issues; managing backups, recovery, and disaster recovery planning; and providing on-call support when required. e) Candidates must have strong knowledge of Oracle, MySQL, or similar DBMS, with solid skills in SQL and scripting. Experience in database security and performance tuning is essential, while familiarity with cloud-based database platforms will be an added advantage. f) Age: Not exceeding 45 years as of 30 September 2025.
(05)	Islamic Banking Division "Murakib" (SPO/FAVP/AVP)	a) 4 years' Honors (Graduation) or a Master's (Postgraduate) degree in any discipline from any reputed institution. Diploma in Islamic Banking from any Government affiliated Institution is mandatory. b) Minimum 05 years of experience in 'Sharah' based Islamic banking operations, c) Age: Not exceeding 45 years as of 30 September 2025. d) Terms and Conditions may be relaxed for highly qualified person.

Other Terms and Conditions:

- For candidates with foreign degrees, an equivalence certificate issued by the University Grants Commission (UGC) of Bangladesh is mandatory. 3rd class/division or equivalent CGPA in any level of academic exams need not to apply.
- Candidates having JAIBB or AIBB qualifications will be given preference.
- Basis: Full time (Permanent / Contractual);
- Salary and benefits: As per the bank's policy.
- Posting & Job Assignment: Head Office or any branch/office of the Bank across Bangladesh, as per requirement.

Interested candidates are invited to apply with a detailed Curriculum Vitae (CV), recent passport-size photograph, and copies of academic and experience certificates. Applications must be sent in a sealed envelope clearly **marked "Application for the position applied for "** to the following address **by 25 October 2025:**

VP & Head of Human Resources Division
Bangladesh Commerce Bank Ltd.
 Head Office, Eunoos Trade Center, Level-22,
 52-53 Dilkusha C/A, Dhaka

BCBL is an equal opportunity employer.

Note: Only shortlisted applicants will be called for an interview. The Bank reserves the right to accept or reject any application, right to amend any terms of reference or to cancel the entire recruitment process, if necessary. Incomplete applications or those not meeting the stated qualifications and criteria will not be considered.