Government of the People’s Republic of Bangladesh

Photo of the Applicant

Office of the Project Director

Bangladesh Weather and Climate Services Regional Project (Component-A)

Bangladesh Meteorological Department

Meteorological Complex, E-24, Agargaon, Dhaka-1207

*(Fill up the form in English. Mark √ where applicable.)*

**Part A. Applicant’s Basic Information**

1. Applicant’s Name :

[in English (BLOCK Letter)] : . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .

[in Bengali] : . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .

1. Sex : Male / Female / Common
2. Father’s Name : . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .
3. Mother’s Name : . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .
4. Date of Birth : *(Format: DD / MM / YYYY)*
5. Nationality : . . . . . . . . . . . . . . . .
6. Present Address : . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .

. . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .

1. Permanent Address : . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .

. . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .

1. Contact No. :
2. E-mail Address :
3. NID Number :

**Part B. Applicant’s Academic Record**

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| --- | --- | --- | --- | --- | --- |
| **Name of Exam.** | **Name of Institution (School / College / Madrasah / Board / University)** | **Year of Pass** | **Division / Class / Grade** | **GPA / CGPA** | **Subject: Major and Minor** |
| *1* | *2* | *3* | *4* | *5* | *6* |
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*Instructions:*

*Column 1 Fill up starting from SSC/ Equivalent to higher degrees;*

*Column 2 In case of National University of Bangladesh, mention both Institution / College and National University (like Dhaka College under National University);*

*For SSC/Equivalent & HSC/Equivalent, mention both Institution / School / College / Madrasah and Board (like Govt. Edward College, Pabna under Rajshahi Board, Babus-salam Madrasah, Uttara, Dhaka under* [*Bangladesh Madrasah Education Board*](http://www.bmeb.gov.bd/)*);*

*Column 5 Mention GPA / CGPA like 4.67 in a scale of 5.00 or 3.33 in a scale of 4.00;*

*Add rows as necessary;*

**Part C. Employment Record (if any)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **S.N.** | **Name of the Organization** | **Service Period** | **Designation / Position** | **Responsibilities** | **Skill** |
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**Part D. Research Experience of the Applicant (if any)**

|  |  |  |  |
| --- | --- | --- | --- |
| **S.N.** | **Title of Research** | **Publication** | **Remarks** |
|  |  |  |  |
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**Part E. Research Proposal to perform during internship period**

Title of Research

Objective

Proposed Methodology

Resource Requirements

Expected time to complete the assignment (Short-Term/Long-Term)

Expected Outcomes

**Part E. Declaration**

I, the undersigned, assure that the information provided above are authentic and correct. I also declare that I haven’t involved in any Research / Internship programme at any organization. I understand that any willful mis-statement described herein may lead to my disqualification or dismissal at any time during my engagement, that is, even during selection process or execution of work at BMD. This may consider even cancellation of my record of work at BMD leading to legal proceedings, if the authority consider so.

|  |  |
| --- | --- |
| Signature of the Applicant: |  |
| Name of the Applicant: |  |
| Date of Signing: |  |

**Part F. Endorsement & Recommendation of Head/Chairman of Respective Department / Organization**

*(The applicants are requested to attest this section by their Head/Chairman of the Department / Organization)*

Name of the Head/Chairman of the Department:

Designation :

Name of the University :

Contact No. :

Email Address :

Statement of Recommendation:

Signature, Seal and Date :

**Document to be attached with the Application**

Applicants are requested to attach the following documents with their application.

1. Filled in Application (as per format)
2. Photograph (01 copy passport size) of the Applicant (To be affixed with the application)
3. Research Plan (For Research Fellows)
4. Intend of Internship Work (For Interns)
5. Academic Certificates & Mark sheets / Transcripts
6. NID Photocopy
7. Employment Certificate (if any)
8. Other Certificates (if any)
9. Contract agreement
10. Indemnity Bond (To be submitted by candidates who are not affiliated to any institution/university)