



BAF SHAHEEN ENGLISH MEDIUM COLLEGE (SEMC)
TEJGAON, DHAKA-1206
VACANCY ANNOUNCEMENT- 2025

Ser	Designation	Vacancy	Qualification/ Experience
1.	Assistant Teacher (Accounting) Basic range: 29000 - 63410	01	2nd Class/Div or equivalent CGPA in Masters with 2 nd class or equivalent CGPA in honours in related subject. 3 years teaching experience in the related subject in any English Medium School. Additional experience in taking Maths classes in Junior level will be given preference.
2.	Student Counselor Basic range: 25000 - 57380	01	2 nd class Masters degree or 2 nd class Honours degree (4 years) in Psychology from recognized university with training in Counseling Psychology. 2 years experience as Student/Child Counselor
3.	Guidance Counselor Basic range: 24000 - 55090	01	2 nd class/div or equivalent CGPA in Bachelor Degree (Preferably from English Medium stream). 2 years experience as a counselor (assisting students in university placement) in English Medium School or Student Consultancy Organization.
4.	Junior Teacher Basic range: 23000 - 55470 Business Studies-01, General-01, Geography-01 & Bangladesh Studies (History & Geography)-02	05	2nd Class/Div or equivalent CGPA in Bachelor Degree in related subjects (Preferably from English Medium stream). Candidates with Masters Degree will be given preference. Additional experience in taking Maths classes in Junior level will be given preference for Business Studies.
5.	Temporary Junior Teacher (General) Salary: 23000	02	2nd Class/Div or equivalent CGPA in Bachelor Degree in related subjects (Preferably from English Medium stream). Candidates with Masters Degree will be given preference. Additional experience in taking Maths classes in Junior level will be given preference.
6.	Librarian Basic range: 23000 - 55470	01	Bachelor Degree/equivalent CGPA in related subject from recognized university or Bachelor Degree from recognized university with Diploma-in-Library Science.
7.	Physical Education Teacher (Male) Basic range: 22000 - 53060	01	Bachelor Degree in Physical Education. Minimum 3 years teaching experience preferably in English Medium School.
8.	Assistant Librarian (Temporary) Salary: 16000	01	HSC with Diploma in Library Science
9.	Assistant Accountant Basic range: 12090-29100	01	HSC with Accounting (2nd div or equivalent GPA in all exams) & having experience in Computer operations, Excel, Balance sheet preparation and Bangla type. (Typing speed per minute-30)
10.	Temporary Supporting Staff Salary: 10730 (Peon- 02, Aya-05, Cleaner-04 & Guard-03)	14	Class VIII passed • Minimum 5'8" height is required for Guard.

Procedure for Application:

Job applications are available at www.apply.semcsoft.com Complete your registration by **18 November 2025**. After registering, log in using your mobile number and PIN to access your admit card, exam schedule & result.

Fees: Tk. 600 (Serial 1-7) and Tk. 400 (Serial 8-10).

Pay scale: According to the rules of Institution House Rent, Medical, Festival Bonus, Gratuity will be added. 10% contributory provident fund will be added upon confirmation of service.

Tests:

Written Exam: 22 November 2025 (Saturday), Time: 10:00 am - 12:00 pm.

Date and time for demonstration/practical and viva-voce of selected candidates will be published in college website (www.bafsemc.edu.bd).

Condition: No TA/DA will be given for participating in any exam. Authority has the right to change or cancel any application or postpone the recruitment procedure.


 Principal