



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড
برائے اسلامی لائف انشورنس لمیٹیٹ
Prime Islami Life Insurance Limited

ISO 9001 : 2015
CERTIFIED

October 13, 2022

“বীমায় সুরক্ষিত থাকলে
এগিয়ে যাব সবাই মিলে”

Office Order No.:186-2022

For the greater interest of the Company, Mr. Abdur Rahman Rajib (2916), Junior Officer, Palongkhali Org. Office, Cox's Bazar Zone-04 is hereby transferred to Cash Section, Thaingkhali Org. Office, Cox's Bazar Zone-04.

Mr. Abdur Rahman Rajib is advised to report his joining to the Incharge, Thaingkhali Org. Office, Cox's Bazar Zone-04 along with Stationary Items allotted to him and release letter from his existing office immediately with a copy to the HR & Administration Dept., Head Office, Dhaka.

The additional responsibility of Mr. Abdur Rahman Rajib vide Office Order No.:205-2021, dated 02-11-2021 at Cash Section, Thaingkhali Org. Office, Cox's Bazar Zone-04 is hereby cancelled.

In addition to their existing assignment, the following employees are hereby assigned to carry out the additional responsibilities as under:

Sl.	Name, Desig. & Present Office	Additional Responsibilities
01	Ms. Taslima Akter (2672), Junior Officer, Cash Section, Chattogram Zone-05 FPR Centre, Bahaddarhat.	He is hereby assigned to work at Underwriting Dept., at same premises in addition to his existing duties.
02	Ms. Jobaida Sharif Shumi (2751), Junior Officer, Cash Section, Chattogram Zone-14 FPR Centre, Karnafuli.	He is hereby assigned to work at Underwriting Dept., at same premises in addition to his existing duties.

The additional responsibilities of Mr. Taslima Akter and Mr. Jobaida Sharif Shumi shall come into force with immediate effect and remain valid until further order.


Mahmudur Rahman Talukder
Senior Vice President (HR & ADMIN)

- Mr. Abdur Rahman Rajib (2916), Junior Officer.
- Mr. Taslima Akter (2672), Junior Officer.
- Mr. Jobaida Sharif Shumi (2751), Junior Officer.

আর্থিক নিরাপত্তার সেতুবন্ধন

প্রধান কার্যালয় : গাউছে পাক ভবন (১৪ তলা) ২৮/জি/১ টয়েনবী সার্কুলার রোড, মতিঝিল বা/এ, ঢাকা-১০০০, ফোন : ৪১০৭০১৮০-৮৩

ফ্যাক্স : ৮৮-০২-৪১০৭০১৭৯, ই-মেইল : pilil@primeislamiflife.com, web: www.primeislamiflife.com



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

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Mahmudur Rahman Talukder
Senior Vice President (HR & ADMIN)

- Mr. Abdur Rahman Rajib (2916), Junior Officer.
- Mr. Taslima Akter (2672), Junior Officer.
- Mr. Jobaida Sharif Shumi (2751), Junior Officer.

C.C. to: for kind information:

1. The Chief Executive officer.
2. The Deputy Managing Director (Operation).
3. The DMD (Dev.) & Incharge, Dev. Admin Dept.
4. The DMD (Dev.) & Incharge, Chattogram Corp. Zone-03.
5. The AMD & Head of HR & ADMIN.
6. The SEVP & Chief Financial Officer.
7. The SVP & Incharge, U/W & reinsurance Dept. with a request to arrange necessary training for Ms. Taslima Akter and Ms. Jobaida Sharif Shumi.
8. Master file
9. Office Order file
10. Personal file.
1. The Incharge, Cox's Bazar Zone-04.
2. The Incharge, Chattogram Zone-05.
3. The Incharge, Chgattogram Zone-14
4. The Incharge Respective Offices.

আর্থিক নিরাপত্তার সেতুবন্ধন

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