প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

برائے اسلامی لائے انشورنس لہتے ہے۔ Prime Islami Life Insurance Limited

ISO 9001 : 2015

March 28, 2021

Office Order No.:60-2021



Mr. K. M. Solaiman (0638), Joint Vice President, Training Dept., Head Office, Dhaka is hereby assigned to work at Establishment Department in addition to his existing duties.

He will deal with Company's furniture and fixed asset inventory related works sitting at the same premises.

The additional responsibility of Mr. K. M. Solaiman shall come into force with immediate effect and shall remain valid until further order.

Kazi Abul Manjur

Assistant Managing Director & In charge

HR & ADMIN Department

Mr. K. M. Solaiman (0638), Joint Vice President

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Kazi Abul Manjur

Assistant Managing Director & In charge HR & ADMIN Department

Mr. K. M. Solaiman (0638), Joint Vice President

C.C. to:

- 1. The Chief Executive Officer for kind information.
- 2. The Deputy Managing Director & Company Secretary.
- 3. The DMD (Dev.) & Incharge, Dev. Admin Dept.
- 4. The SVP & Incharge, Shariah & Training Dept.
- 5. The JVP & Incharge, Establishment Dept.
- 6. Master file
- 7. Office Order file
- 8. Personal file