



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

برائے اسلامی لائف انشورنس لمیٹید

Prime Islami Life Insurance Limited

ISO 9001 : 2015
CERTIFIED

June 29, 2021

Office Order No.:108-2021



In view to provide with smooth service to the customer of Dhaka Corp. Zone-01, Dhaka Corp. Zone-04, Dhaka Zone-06, Dhaka Zone-07, Dhaka Zone-08, Dhaka Zone-09, Dhaka Zone-14, Dhaka Zone-15 and Dhaka Zone-18 from a single point, the "City Service Centre" Dhaka has been formed and to provide with manpower to the newly created service Centre the following employees are hereby transferred as under:

SI	Name of employee ID No & Desig.	Present Dept.& Office	Transferred to	Remarks
01	Kazi Mahbub-E-Khoda (0800), Joint Vice President	Finance & Accounts Dept., Head Office, Dhaka.	Policy Servicing Dept., City Service Centre, Dhaka	As Incharge
02	Mr. Mohammed Uzzal Khan (0617), JVP	U/W Dept., Dhaka Corp. Zone-01	U/W Dept., City Service Centre, Dhaka	
03	Mr. Muhammed Saifur Rahman Majumder (0181), SEO	IT Dept., Dhaka Corp. Zone-01	IT Dept., City Service Centre, Dhaka	
04	Mr. Md. Naheed Ali Imam (0685), SEO	IT Dept., Dhaka Zone-03 (abolished)	IT Dept., City Service Centre, Dhaka	
05	Mr. Md. Jahirul Alam (0100), EO	Policy Servicing Dept., Dhaka Corp. Zone-04	Policy Servicing Dept., City Service Centre, Dhaka	
06	Begum Nilufar Yasmin (2880), EO	Policy Servicing Dept., Dhaka Zone-06	Policy Servicing Dept., City Service Centre, Dhaka	
07	Mr. Md. Feruz Alam (0535), EO	Accounts Dept., Dhaka Zone-03(abolished)	Accounts Dept., City Service Centre, Dhaka	
08	Mr. Mohammad Mozammel Hoque (0611), EO	Accounts Dept., Dhaka Zone-07	Accounts Dept., City Service Centre, Dhaka	
09	Mr. Mohammad Rafiqul Islam (1007), SO	Cash Section, Head Office, Dhaka	Cash Section, City Service Centre, Dhaka	
10	Mr. Md. Rabiul Islam (1225), SO	IT Dept., Dhaka Corp. Zone-04	IT Dept., City Service Centre, Dhaka	
11	Mr. Md. Iftekhar Hossain (2807), SO	Policy Servicing Dept., Dhaka Corp. Zone-01	Policy Servicing Dept., City Service Centre, Dhaka	
12	Ms. Shilpy Akter (1179), SO	Policy Servicing Dept., Dhaka Zone-03(abolished)	Policy Servicing Dept., City Service Centre, Dhaka	
13	Ms. Sabina Easmin (2851), SO	Policy Servicing Dept., Dhaka Zone-07	Policy Servicing Dept., City Service Centre, Dhaka	
14	Mr. Yeasin Babu (1630), SO	U/W Dept., Dhaka Zone-06	U/W Dept., City Service Centre, Dhaka	
15	Mr. Md. Delwar Hossain (0428), SO	U/W Dept., Dhaka Zone-15	U/W Dept., City Service Centre, Dhaka	
16	Mr. Md. Monirul Islam (0710), SO	Cash Section, Dhaka Zone-15	Cash Section City Service Centre, Dhaka	

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@primeislamilife.com, pililbd@gmail.com, web: www.primeislamilife.com



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

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17	Mr. Md. Meraj Hossain (0668), Officer	Accounts Dept., Dhaka Corp. Zone-04	Accounts Dept., City Service Centre, Dhaka	
18	Mr. Md. Masud Rana (1369), Officer	Cash Section, Head Office, Dhaka	Cash Section, City Service Centre, Dhaka	
19	Mr. Monjurul Hasan (1380), JO	Accounts Dept., Dhaka Zone-03(abolished)	Accounts Dept., City Service Centre, Dhaka	
20	Mr. Md. Rasel Bepari (1632), JO	Cash Section, Dhaka Zone-07	Accounts Dept., City Service Centre, Dhaka	
21	Ms. Parvin (2133), AO	IT Dept., Dhaka Zone-15	IT Dept., City Service Centre, Dhaka	
22	Mr. Md. Mamun Hossain (2196), AO	Cash Section, Dhaka Zone-09	Accounts Dept., City Service Centre, Dhaka	
23	Mr. Md. Rezaul Karim (1811), AO	Cash Section, Dhaka Zone-14	Cash Section City Service Centre, Dhaka	
24	Mr. Md. Arif Hossain (0907), Messenger	Dhaka Zone-03(abolished)	City Service Centre, Dhaka	
25	Mr. Md. Mahbub Hossain (TT62), T-Boy	Dhaka Zone-07	City Service Centre, Dhaka	

Kazi Mahbub-E-Khoda is advised to report his joining to the Chief Executive Officer, by 30-06-2021 with a copy to the HR & Administration Dept., Head Office, Dhaka.

The above employees are advised to report their joining to Kazi Mahbub-E-Khoda, JVP & Incharge, City Service Centre, Dhaka along with Papers/Documents and their Computer (if any), Stationary items allotted to them on 01-07-2021 with a copy to the HR & Administration Dept., Head Office, Dhaka.


29/06/21

Kazi Abul Manjur

Assistant Managing Director & In charge
HR & ADMIN Department

Copy forwarded to: Above 25 (Twenty Five) employees.

আর্থিক নিরাপত্তার সেতুবন্ধন



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

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June 29, 2021

Office Order No.:108-2021



“মুজিববর্ষের অঙ্গীকার
সীমা হোক সবার”

In view to provide with smooth service to the customer of Dhaka Corp. Zone-01, Dhaka Corp. Zone-04, Dhaka Zone-06, Dhaka Zone-07, Dhaka Zone-08, Dhaka Zone-09, Dhaka Zone-14, Dhaka Zone-15 and Dhaka Zone-18 from a single point, the “City Service Centre” Dhaka has been formed and to provide with manpower to the newly created service Centre the following employees are hereby transferred as under:

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আর্থিক নিরাপত্তার সেতুবন্ধন

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ফ্যাক্স : ৮৮-০২-৪১০৭০১৭৯, ই-মেইল : pilil@primeislamilife.com, pililbd@gmail.com, web: www.primeislamilife.com



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

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29/06/21
Kazi Abul Manjur

Assistant Managing Director & In charge
HR & ADMIN Department

Copy forwarded to: Above 25 (Twenty Five) employees.

C.C. to: for kind information:

1. The Chief Executive Officer.
2. The DMD & CS.
3. The DMD (Dev.) & Incharge, Dev. Admin Dept.
4. The EVP & Incharge, U/W Dept.,
5. The EVP & Incharge, IT Dept.
6. The SVP & Incharge, Finance & Accounts Dept.
7. The JSVP & Incharge, Policy Servicing & Claims.
8. Master file
9. Office Order file
10. Personal file.

1. The Asst. MD (Dev.) & Incharge, Dhaka Corp. Zone-01
2. The SEVP (PRT) & Incharge, Dhaka Corp. Zone-04.
3. The SEVP (PRT) & Incharge, Dhaka Zone-06.
4. The SEVP (PRT) & Incharge, Dhaka Zone-07.
5. The EVP (PRT) & Incharge, Dhaka Zone-08
6. The EVP (PRT) & Incharge, Dhaka Zone-09
7. The EVP (PRT) & Incharge, Dhaka Zone-14
8. The EVP (PRT) & Incharge, Dhaka Zone-15
9. The EVP (PRT) & Incharge, Dhaka Zone-18
10. The Incharge, respective office.

আর্থিক নিরাপত্তার সেতুবন্ধন