



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.:109-2021

As the service from 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 has been stopped for the greater interest of the Company the following employees are hereby transferred as under:

Sl.	Name, Desig. & ID No	Present Dept./Office	Transferred to	Remarks
01	Mr. Md. Jamal Hossain (0046), AVP	Finance & Accounts Dept., Dhaka Corp. Zone-04	Finance & Accounts Dept., Head Office, Dhaka	
02	K. M. Monower Hossain (1276), AVP	Finance & Accounts Dept., Dhaka Corp. Zone-01	Finance & Accounts Dept., Head Office, Dhaka	
03	Mr. Muhammed Mahabub Alam (0555), SEO	IT Dept., Dhaka Corp. Zone-04	IT Dept., Head Office, Dhaka	
04	Ms. Fahmida Jesmin Nupur (0777), SEO	U/W Dept., Dhaka Zone-07	U/W Dept., Head Office, Dhaka	
05	Mr. Mohammad Asad Ali (2117), SEO	Accounts Dept., Dhaka Corp. Zone-01	Accounts Dept., Head Office, Dhaka	
06	Mr. Md. Obaidur Rahman (0359), EO	Accounts Dept., Dhaka Corp. Zone-04	Accounts Dept., Head Office, Dhaka	
07	Mr. Md. Nur Islam (2806), EO	Policy Servicing Dept., Dhaka Zone-04	Accounts Dept., Noakhali Full Fledged Sc	
08	Mr. Muhammad Masum Billah (2509), EO	U/W Dept., Dhaka Zone-03(Abolished)	U/W Dept., Head Office, Dhaka	
09	Mr. Md. Saiful Islam (0970), SO	Finance & Accounts Dept., Dhaka Corp. Zone-01	Finance & Accounts Dept., Head Office, Dhaka	
10	Mr. Mohammed Lutful Quadir (1543), SO	Finance & Accounts Dept., Dhaka Zone-07	Finance & Accounts Dept., Head Office, Dhaka	
11	Mr. Md. Mahfuzur Rahman (1189), Officer	IT Dept., Dhaka Zone-07	IT Dept., Head Office, Dhaka	
12	Ms. Rahima Khanam (1393), Officer	Policy Servicing Dept., Dhaka Zone-06	Policy Servicing Dept., Head Office, 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@primeislamiflife.com, pililbd@gmail.com, web: www.primeislamiflife.com



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

برائٹم اسلامى لايف انشورنس لميٲيٲ

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Sl.	Name, Desig. & ID No	Present Dept./Office	Transferred to	Remarks
13	Ms. Shamima Akter Nasrin (0906), Officer	Finance & Accounts Dept., Dhaka Zone-03(Abolished)	Finance & Accounts Dept., Head Office, Dhaka	
14	Ms. Sharmin Jahan (1648), Junior Officer	Policy Servicing Dept., Dhaka Zone-15	Policy Servicing Dept., Head Office, Dhaka	
15	Mr. Md. Shahidul Islam (2700), Assistant Officer	U/W Dept., Dhaka Corp. Zone-04	U/W Dept., Head Office, Dhaka	

The above employees are advised to handover their overall charges Papers/Documents (if any), to Kazi Mahbub-E-Khoda, JVP & Incharge, City Service Centre, Dhaka and report their joining to the respective departmental Incharges of Head Office along with 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 15 (Fifteen) employees.

আর্থিক নিরাপত্তার সেতুবন্ধন



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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



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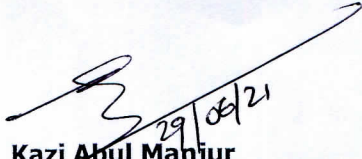
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29/07/21

Kazi Abul Manjur

Assistant Managing Director & In charge
HR & ADMIN Department

Copy forwarded to: Above 15 (Fifteen) 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 Dept.
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-15
6. The Incharge, respective

আর্থিক নিরাপত্তার সেতুবন্ধন