



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

ISO 9001:2015
CERTIFIED

January 26, 2025

Office Order No.:12-2025

Ms. Rasheda Sultana (3285), Officer, IT Dept., Noakhali Full Fledge Service Center, Noakhali Zone is hereby transferred to Development Administration Dept., at same office.

Ms. Rasheda Sultana is advised to report her joining to the AMD (Dev.) & Incharge, Noakhali Corp. Zone immediately with a copy to the HR & Administration Dept., Head Office, Dhaka.

After Joining at Development Administration Dept., Ms. Rasheda Sultana is hereby advised to deal with Call Centre related works sitting at same premises in addition to her existing duties until further order.

Mr. Shahjalal (0680), Senior Officer, Cash Section, Noakhali Full Pledge Service Center, Noakhali Zone is hereby advised to deal with IT related works sitting at same premises in addition to his existing duties until further order.

Mr. Md. Nazrul Islam (3309), Senior Executive Officer, U/W Dept., Sandeep Full Service Center, Chattogram Zone-10 is hereby advised to deal with work at Dev. Admin related works sitting at same premises in addition to his existing duties until further order.

Mahmudur Rahman Talukder
Executive Vice President
HR & ADMIN Department

Copy forwarded to:

- Mr. Md. Nazrul Islam (3309), Senior Executive Officer
- Mr. Shahjalal (0680), Senior Officer
- Ms. Rasheda Sultana (3285), Officer

আর্থিক নিরাপত্তার সেতুবন্ধন



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

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- Mr. Shahjalal (0680), Senior Officer
- Ms. Rasheda Sultana (3285), Officer

C.C. to: for kind information:

1. The Chief Executive officer.
 2. The Additional Managing Director.
 3. The DMD (Dev.) & Incharge, Dev. Admin Dept.
 4. The AMD & Head of IT.
 5. The SEVP & Chief Financial Officer.
 6. The SVP & Incharge, U/W Dept. With a request to provide necessary U/W Training to Mr. Md. Delower Hossor Shuvo.
 7. Master file.
1. The AMD (Dev.) & Incharge, Chattogram Corp. Zone-01
 2. The AMD (Dev.) & Incharge, Noakhali Corp. Zone.
 3. The EVP (PRT) & Incharge, Chattogram Corp. Zone-10.
 4. The EVP (PRT) & Incharge, Noakhali Zone.
 5. The Incharge, Meherpur FPR Centre.

আর্থিক নিরাপত্তার সেতুবন্ধন