



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড
برائيم اسلامي لايف انشورنس لميتيڊ
Prime Islami Life Insurance Limited

ISO 9001 : 2015
CERTIFIED

November 19, 2020

Office Order No.:233-2020

For the greater interest of the Company, the following newly joined Assistant Officers are given posting as under:

Sl.	Name, Desig. & ID No.	Present Dept./Office	Posted to
01	Ms. Sharmin Akter (2833), Assistant Officer	Newly joined at the Head Office, Dhaka	Policy Servicing Dept., Head Office, Dhaka
02	Mr. Md. Habibur Rahman (2832), Assistant Officer (Cash)	Newly joined at the Head Office, Dhaka	Cash Section, Juri Org. Office, Moulvibazar Zone

Ms. Sharmin Akter is advised to report her joining to the JSVP & Incharge, Policy Servicing & Claims Dept. by 22-11-2020 with a copy to the Administration Dept., Head Office, Dhaka.

Mr. Md. Habibur Rahman is advised to report his joining to the SEVP (PRT) & Incharge, Sylhet Corp. Zone by 22-11-2020 for training with a copy to the Administration Dept., Head Office, Dhaka.

After completion of necessary training he will report his joining to the Incharge, Juri Org. Office, Moulvibazar Zone with a copy to the administration Dept., Head Office, Dhaka.

Mahmudur Rahman Talukder

Senior Vice President (Admin)

• Copy forwarded to: Above 02 (Two) employees.

C.C. to:

1. The Chief Executive officer for kind information.
2. The DMD & CS.
3. The DMD (Dev.) & Incharge, Dev. Admin Dept.
4. The SEVP & Incharge, Administration Dept.
5. The SVP & Incharge Finance & Accounts Dept.
6. The JSVP & Incharge, Policy Servicing & Claims Dept.
7. Master file
8. Office Order file
9. Personal file.
1. The SEVP (PRT) & Incharge, Sylhet Corp. Zone.
2. The J EVP (PRT) & Incharge, Moulvibazar Zone
3. The Incharge, Juri Org. Office, Moulvibazar Zone.

আর্থিক নিরাপত্তার সেতুবন্ধন



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