

**CV OF
MOHAMMAD MAINUL ISLAM**

Senior Management Counselor

& Head of General Management Division
Bangladesh Institute of Management (BIM) (Formerly BMDC)
Ministry of Industries
Govt. of Bangladesh

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1. PERSONAL INFORMATION

<i>Father's Name</i>	: Mohammad Sirajul Islam
<i>Religion</i>	: Islam(Sunni)
<i>Nationality</i>	: Bangladeshi
<i>Marital Status</i>	Married
<i>Permanent Address</i>	: Vill: Boualia, Post office : Mery Gopinathpur , Thana: Gopalganj Sadar, District: Gopalgonj
<i>Present Address</i>	: A/2/3, BIM Quarter, 4 Sobhanbag, Mirpur Road, Dhaka – 1207, Bangladesh
<i>Mailing Address</i>	: A/2/3, BIM Quarter, 4 Sobhanbag, Mirpur Road, Dhaka – 1207, Bangladesh

2. EDUCATIONAL BACKGROUND

- *MBA (Major in Human Resource Management) (University of Dhaka), CGPA-3.61 on a scale of 4.*
- *LLB(Second Class)*
- *MPhil , Dept. of Peace and Conflict Studies , Faculty of Social Science ,University of Dhaka.*
- *Diploma in Social Compliance(Organized jointly by GIZ &BIM)*
First class First position
- *Post Graduate Diploma in Personnel Management (PGDPM), Bangladesh Institute of Management (BIM), Dhaka , 1st Class, 3rd position*

3. TRAINING

National:

- i. Course on **“Training of Trainer”** Duration: Two Weeks, organized by Bangladesh Institute of Management (BIM).
- ii. **“Project Appraisal and Evaluation”**, Duration: Two Weeks, organized by Bangladesh Institute of Management (BIM).
- iii. **“Certificate Course on Personnel Management”** Duration: Two Weeks, organized by Bangladesh Institute of Management (BIM).
- iv. **“ Labor Laws For Managers and Executives”** Duration: Two Weeks, organized by Bangladesh Institute of Management (BIM).
- v. **Training of Trainer of Social and Environmental standards in the RMG sectors organized by GTZ, a German training institute.**
- vi. Course on **“Statistical package for Social science (SPSS)”** Duration: Two Weeks, organized by Bangladesh Institute of Management (BIM).
- vii. Course on **“Computer Application”** Duration: Two Weeks, organized by Bangladesh Institute of Management (BIM).
- viii. TOT for enhancing productivity: Two days organized by Micro Soft Bangladesh
- ix. 3 weeks Training on Procurement of Goods , Works and Service, by CPTU, Ministry of Planning
- x. Two days Training on Public Private Partnership (PPP) in Bangladesh, By BIM and Ministry of Finance , Dhaka
- xi. 6 days Training on Productivity improvement Techniques By National Productivity Organization, Ministry of Industry.
- xii. 4 weeks Training on People Management Skills For Professional by IBA, university of Dhaka
- xiii. One Days Training Program on **“National Integrity Strategies”** by Bangladesh Institute of Management (BIM)
- xiv. Two days course on **“Public Service innovation”** by Bangladesh Institute of Management (BIM)
- xv. Two days **“Training on Microsoft office-2010”** by Bangladesh Institute of Management (BIM)
- xvi. Two days **“Training on Annual Performance Agreement”** by Bangladesh Institute of Management (BIM)

International:

Training Methodology for the Development of Professionals Organized by National Institute of Rural Development, Hyderabad, India

4. OCCUPATION EXPERIENCE

4.1. Government Revenue Reform Commission, Ministry Of Finance.

Period	Position
From 29 Dec 2002 to December 31, 2003.	Research Officer

RESPONSIBILITY AS RESEARCH OFFICER

- Conducting research projects (preparing work plan, collect and process data and writing report).
- Maintaining liaison with research teams assigned by the Member Secretary of the commission.

Accomplishment:

- An Evaluation of the present revenue administration of the government and its Management and to give recommendation for their improvement.
- To make a review of laws and rules relating to direct taxes and to give recommendations for simplifying them.
- Assist to submit the final report.

4.2 BANGLADESH INSTITUTE OF MANAGEMENT (BIM), DHAKA, BANGLADESH

Period	Position
From 7th Jan2004 to 13 September 2010	Associate Management Counselor and Faculty Member in Human Resource Management Division
From 14 September 2010 8February2017	Management Counselor and Faculty Member in Human Resource Management Division
From 9 February2017 to till date	Senior Management Counselor and Faculty Member in Human Resource Management Division

RESPONSIBILITY AS ASSOCIATE MANAGEMENT COUNSELLOR (Equivalent to Lecturer):

- Analyze Training Needs, Preparing Training Materials, Conduct Sessions, Organizing Training Programs, Coordinating Training Programs, and Organizing Tailor Made Program.
- Delivering Lecture in Various Short Training Programs.
- Delivering Lecture in One Year Long Post-Graduate Diploma Programs.
- Taking courses as Paper Leader (Taking classes, distribution of classes among faculties, preparing question paper, conducting exams, examining answer script and announcing results) in different Post Graduate Diploma Programs.
- Supervising students to prepare thesis paper on different research issues as partial fulfillment of the requirement of post-graduate diploma degree.
- Successfully accomplished various consultancy works in and outside the Institute.

Undertaken Responsibility as Paper Leader in One Year Long Diploma Programs:

- Human Resource Management
- Labor Laws -2006 and Labor Laws (2013)Amendment, Labor Rules,2015
- Industrial Relations
- Strategic Human Resource Planning and Staffing.
- Organizational Behavior
- General Management
- Training and Development.

**RESPONSIBILITY AS MANAGEMENT COUNSELOR
(Equivalent to Assistant Professor):**

- *Analyze Training Needs, Preparing Training Materials, Conduct Sessions, Organizing Training Programs, Coordinating Training Programs, and Organizing Tailor Made Program.*
- *Delivering Lecture in Various Short Training Programs.*
- *Delivering Lecture in One Year Long Post-Graduate Diploma Programs.*
- *Taking courses as Paper Leader (Taking classes, distribution of classes among faculties, preparing question paper, conducting exams, examining answer script and announcing results) in different Post Graduate Diploma Programs.*
- *Supervising students to prepare thesis paper on different research issues as partial fulfillment of the requirement of post-graduate diploma degree.*

SHORT TRAINING PROGRAMS OFFERING AT BIM NOW:

- *Human Resource Management and Labor Laws*
- *Human Resource Management: Basic Issues*
- *Certificate Course on Human Resource Management*
- *Labor Laws for Executives*
- *Competency Based Performance and compensation system*
- *Labor Laws and Social Compliance*

LECTURE DELIVERED IN DIFFERENT SHORT TRAINING PROGRAMMES

- *Managing Human Resources*
- *Legal Approach to Managing Human Resources*
- *Personnel Management for Managers*
- *Executive Development*
- *Management Development for Executives*
- *Certificate Course on Human Resource management*
- *Labor Laws for Executives*

**RESPONSIBILITY AS SENIOR MANAGEMENT COUNSELOR
(Equivalent to Associate Professor):**

- *Analyze Training Needs, Preparing Training Materials, Conduct Sessions, Organizing Training Programs, Coordinating Training Programs, and Organizing Tailor Made Program.*
- *Delivering Lecture in Various Short Training Programs.*
- *Delivering Lecture in One Year Long Post-Graduate Diploma Programs.*
- *Taking courses as Paper Leader (Taking classes, distribution of classes among faculties, preparing question paper, conducting exams, examining answer script and announcing results) in different Post Graduate Diploma Programs.*
- *Supervising students to prepare thesis paper on different research issues as partial fulfillment of the requirement of post-graduate diploma degree.*

SHORT TRAINING PROGRAMS OFFERING AT BIM NOW:

- *Human Resource Management and Labor Laws*
- *Human Resource Management: Basic Issues*
- *Certificate Course on Human Resource Management*
- *Labor Laws for Executive*
- *Competency Based Performance and compensation system*
- *Labor Laws and Social Compliance*

LECTURE DELIVERED IN DIFFERENT SHORT TRAINING PROGRAMMES

- *Managing Human Resources*
- *Legal Approach to Managing Human Resources*
- *Personnel Management for Managers*
- *Executive Development*
- *Management Development for Executives*
- *Certificate Course on Human Resource management*
- *Labor Laws for Executives*
- *Labor Laws in relation to Social Compliance*

ACCOMPLISHMENT

- *Teaching students at Bangladesh Institute of Management (enrollment is around 4000 numbers) on Human Resource Management, Industrial Relations, Organizational Behavior, Fundamentals of Management, at one year long Post Graduate Diploma in Human Resource Management, Business Management.*
- *Supervising **800 Students of Post Graduate Diploma Course** per annum to prepare thesis paper in partial fulfillment of the total requirement of postgraduate degrees.*
- *Arranged **50 short courses** on “**Human Resource Management**” and “**Labor Laws**” during 2006 to 2016. . A total of **600 participants** received training on different aspect of human relations to handle human resources methodically. Participants were nominated by organization like University Grants Commission (UGC), Robi Axiata Ltd. , Grameen Phone, National Health Network, Homebound Packers, BSRS, Leprosy Mission, Bangladesh, Hop Lon, BTA, Unilever, ,Bangladesh Army , Bangladesh Air Force, Bangladesh Navy, Leading RMG and Textile Industries and other national and Multinational companies and Government Organizations and Training Institute.*
- *Coordinate series of Training Program of Department of Technical Education under Ministry of Education funded by World Bank on **Procurement, Financial and Project Management**.*
- *Key Note Speaker in a Seminar on “**Labor Laws in Tannery Sector in Bangladesh**”Organized by Ministry of Commerce for the owners and employees of Tannery Industry in Bangladesh.*
- *Coordinating 24 weeks (approximately six months) long certification program named as “**First line Manager**”(FLM) for the **250 executives of Robi Axiata Limited** in 2016-17. Content includes Basic Concept of Management, Leadership, Team Building, Stress Management, Conflict Management, Performance Management, Communication, Motivation, Bangladesh labor Act 2006 and Bangladesh Labor amendment 2015 and other relevant topics.*

4.3 Adjunct / visiting Faculty in few Private universities.

I have taken courses in BBA and MBA program in some private universities. For Ex: Green University of Bangladesh, IBAIS University.

4.4 Publication(s).

1. 'EMPLOYEE PERFORMANCE APPRAISAL IN THE PUBLIC AND PRIVATE SECTOR: A CASE STUDY ON THE MOBILE TELECOMMUNICATION SECTOR OF BANGLADESH': PUBLISHED IN "MANAGEMENT DEVELOPMENT", ISSN: 0378-7532. VOLUME-27, APRIL-JUNE, 2010 NUMBER-2
2. "COMPARATIVE STUDY OF COMPLIANCE ISSUES IN THE IMPACT ON RMG FACTORIES IN BANGLADESH" PUBLISHED IN NATIONAL UNIVERSITY JOURNAL, VOL-1, NUMBER-2, JUNE-2015
3. ANALYSIS OF E-RECRUITMENT TREND AND EFFECTIVENESS: A CASE STUDY ON SOME COMPANIES IN BANGLADESH- PUBLISHED IN BANGLADESH INSTITUTE OF MANAGEMENT JOURNAL, VOLUME-28, NUMBER-1, JUNE-2016
4. FACTORS EFFECTING SUPPLY CHAIN MANAGEMENT ON AGRO PRODUCTS: A STUDY ON SUPERSTORES IN BANGLADESH- PUBLISHED IN BANGLADESH INSTITUTE OF MANAGEMENT JOURNAL, VOLUME-28, NUMBER-2, JUNE-2015
5. "IMPLEMENTATION OF LABOR LAWS IN RMG SECTORS OF BANGLADESH: A CASE STUDY IN DHAKA DIVISION"- PUBLISHED IN NATIONAL UNIVERSITY JOURNAL, VOL.2, NO.2, JUNE 2016
6. "DIVERSITY MANAGEMENT: A CONCEPTUAL FRAMEWORK" PUBLISHED IN BANGLADESH SOCIETY FOR TRAINING AND DEVELOPMENT JOURNAL, VOL-25, ISSUE NO. 2
7. LEARNING ORGANISATION: A CASE STUDY IN BRAC- PUBLISHED IN BANGLADESH INSTITUTE OF MANAGEMENT JOURNAL, VOLUME-31, NUMBER-2, APRIL- JUNE-2017
8. BRAC VALUES AND ITS INFLUENCE ON EMPLOYEE JOB PERFORMANCE PUBLISHED IN BANGLADESH SOCIETY FOR TRAINING AND DEVELOPMENT JOURNAL, VOL-26, ISSUE NO. 2, JANUARY-JUNE, 2018
9. "IMPLEMENTATION OF HEALTH & SAFETY PROVISIONS OF BANGLADESH LABOR ACT-2006: A CASE STUDY OF RMG SECTOR IN DHAKA DIVISION"- PUBLISHED IN BANGLADESH INSTITUTE OF MANAGEMENT JOURNAL, VOLUME 31, NUMBER 3&4 (JULY - DECEMBER), 2017

BOOK(s): Compile a book jointly on Bangladesh Labor Act 2006 and Bangladesh Labor Rules 2015, published by Law Book Pavilion, Dhaka.

5 .REFERENCE:

Available on Request



Mohammad Mainul Islam

Self Declaration: "I, the undersigned, certify that to the best of my knowledge and belief, this biodata correctly describes myself, my qualifications, and my e

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