

MOHAMMAD NAZMI NEWAZ

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Senior Management Counsellor (On Study Leave)
Bangladesh Institute of Management (BIM)
Government of the People's Republic of Bangladesh
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Contact Details

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WORK EXPERIENCE

1. BANGLADESH INSTITUTE OF MANAGEMENT (BIM) – Organization Profile

Bangladesh Institute of Management (BIM), formerly Bangladesh Management Development Center (BMDC), is the leading nationalized training institution, with specialized focus on business and management, resource development, economics, agriculture, small and medium business development and contemporary issues. Established in 1961, BIM plays a crucial role in human resource development, infrastructural development, research and capacity building.

TOTAL JOB DURATION: 13 YEARS 7 MONTHS

Job Title : Senior Management Counsellor (Currently on Study Leave)

Organization: Bangladesh Institute of Management (BIM)

Duration : 9 February 2017 to 21 August 2017 (**7 months**)

Currently on Study Leave, but job is continuing. The duration of study leave is from 21 August 2017 to 20 August 2021

Job Title : Management Counsellor

Organization: Bangladesh Institute of Management (BIM)

Duration : 16 September 2010 to 9 February 2017 (**6 years 5 months**)

Job Title : Associate Management Counsellor

Organization: Bangladesh Institute of Management (BIM)

Duration : 7 January 2004 to 16 September 2010 (**6 years 8 months**)

Job Responsibilities :

- Providing consultancy services to client organizations on different management and development issues and problems, and as well as to be involved in a team or individually for the consultancy purposes.
- With an efficient team, to conduct SWOT (strength, weaknesses, opportunities and threats) analysis for identifying the problems, weaknesses and obstacles in operational and/or functional performances and profitability in the client organizations through joint discussions and structured study and observations.
- To make available intellectual solutions to overcome performance problems based on the shortcomings identified to ensure the efficiency and to lead them towards the increased productivity.
- Offering business reengineering and process redesigning solutions for better organizational performance. Simultaneously, to define and redefine organizational structures and charts, SOPs, work flow systems, and also to develop required and contemporary rules and policies for the ease of organizational activities for the clients.
- Exerting with client organization's vision, mission and operational plans and to sit with top management of the client organizations as required basis, for assisting them in developing new strategies, goals and objectives to ensure the best utilization of human and other resources to achieve organizational plans.
- To conduct depth analysis of the existing business systems and point out the scopes for improvements through detailed evaluations. As well as to present new opportunities and scopes to accommodate for better future.
- Rendering assistance and guidance in implementing new ideas, guided instructions, evaluation results, redefined policies and regulations to the client organizations and to prepare necessary documentation in this regard.
- To analyze appropriateness of the time, cost and other resources invested in organizations, and to prescribe (when required) the effective allocation of those resources for the betterment.
- Identifying the gaps between organizational functions and the market requirements and to provide solutions to bridge those gaps. Also ensuring the bridge between the customers' requirements and organizational mission.
- To assess the factors of the external environment and predict the changes in those factors. In this regard, to prescribe the change adaptation policies for the client organizations.
- To address performance deficiencies due to lack of sufficient knowledge, skills and attitudes; and recommend and arrange training programs to overcome those deficiencies.

ACHIEVEMENTS – AT BIM

With multi dimensional academic background and knowledge, I have been working in different area of training and development. My milestone achievements at BIM are stated bellow:

- ✓ Introduced several high valued and job allied training programs, titled “Office Management with Computer Applications”, “Management Information Systems”, “Innovation Management”, “Developing Management Skills and Techniques”, “Human Resource Strategies and Policies” and “Managing Soft Skills at Work Place”.
- ✓ During last 12 years, I have arranged and coordinated more than 150 short training programs, 20 long training programs and delivered and facilitated more than 7,000 training hours and trained more than 4,000 participants.
- ✓ I also have a magnificent performance track in tailor made training projects, as requested by different national and international organizations. Few are mentioned here:

❖ **Directorate General of Family Planning (DGFP), Government of Bangladesh, funded by ADB (Asian Development Bank)**

Under this project, I was exclusively engaged in assessing the training needs of the staffs of DGFP and its doctors. Based on the training needs, I designed and delivered training programs on “Office Management” for the staffs and “Information Management” for the doctors. It was a six months project. I developed all the training modules and handbooks accordingly their learning gaps.

❖ **Bangladesh Red Crescent Society (BDRS)**

According to the requirements of the BDRS, I was assigned to coordinate and deliver a training program on “Office and Project Management with Computer Applications” to their office and project staffs.

❖ **Bangladesh Agribusiness Development Projects (BADP), Ministry of Agriculture, Government of Bangladesh, funded by ADB**

The project of BADP was focused to develop the entrepreneurship knowledge and skills of the agribusiness professionals. I led the team in analyzing the training needs of the stakeholders and based on TNA, I identified and developed training programs on “ToT on Agribusiness Para-Professional Development”, “Monitoring and Reporting Systems of Agribusiness”, “Agribusiness Enterprises Development and Management”, “Layer Enterprise Development”, “Carp Fish Enterprise Development”, “Dairy Enterprise Development”, “Broiler Enterprise Development” and “Potato Enterprise Development”. During the 10 months project, agribusiness professionals, bank staffs, project staffs and root level entrepreneurs attended in different trainings.

❖ **Eastern Bank Limited Bangladesh**

Eastern Bank Limited requested BIM for developing their newly recruited officials to cope with the modern office management and information technology. As per their request, I conducted a need assessment survey through a structured questionnaire and assessed that a training program, titled “Office Management in IT Environment” would fill up their knowledge and performance gaps. Consecutive three batches of new officials in three years attended the mentioned training which resulted in better office performance. The entire program, modules and other learning materials were developed by me.

❖ **Local Government Division (LGD), Ministry of Public Administration, Government of Bangladesh, funded by UNDP (United Nations Development Project)**

With the fund from the UNDP, the LGD requested BIM to identify the problems in tax management systems of the municipal corporation in different districts of Bangladesh and arrange trainings for developing their performance. It was a huge assignment, where all the tax assessors and tax collectors took part in training programs. I led a team in identifying the problems in different municipal corporations through visiting few of them and collecting information through interviews. Then I assessed the training needs and accordingly designed, delivered and facilitated a training program on “Tax Management for the Pourashova”.

TRAINING AND DEVELOPMENT CONSULTANCY DELIVERED AT PERSONAL CAPACITY

✓ **TRANSPARENCY INTERNATIONAL BANGLADESH**

Designed and facilitated a 4 - days workshop on "Information Requirements Analysis: for Developing MIS".

✓ **HEIDELBERG CEMENT**

Coordinated and delivered a 5 - days training program on "Computer Aided Inventory Management Systems".

✓ **JAMES FINLAY**

Designed and facilitated a 5 - days training program on "Developing Management Skills and Techniques" for the mid and top level managers.

✓ **INCEPTA PHARMACEUTICAL LIMITED**

Trained the area managers and MPOs in "Supervisory Management" through few 3 - days long training program, designed and facilitated by me.

✓ **RANGPUR DINAJPUR RURAL SERVICES (RDRS)**

Conducted TNA and accordingly designed, coordinated and facilitated a 5 - days long training on "Management Information Systems".

✓ **M. M. ISPAHANI LIMITED**

Developed, coordinated and facilitated a 2 - days long training on "Accounts training for Performance Improvement".

PART - TIME TEACHING EXPERIENCE

- BRAC Business School, BRAC University
- Northern University Bangladesh
- Daffodil International University
- IBAIS University

Subjects Taught

Strategic Management. Information Management. Visual Programming for Business. Principles of Management. Organizational Behavior. Human Resource Management. Strategic Human Resource Planning. Entrepreneurship Development. Decision Support Systems.

EDUCATIONAL BACKGROUND

STUDY LEVEL	DEGREE	CONCENTRATION	INSTITUTE/ UNIVERSITY	RESULT	PASSING YEAR
Post - Graduation	LL. M.	Intellectual Property Laws	Queensland University of Technology (QUT), Brisbane, Australia	5.250 out of 7.00	2015
Post - Graduation	MBA	Management Information Systems (MIS)	Faculty of Business Studies UNIVERSITY OF DHAKA	3.43 (B+) out of 4.00	2002
Graduation	BBA	Management	(Top University of Bangladesh)	3.58 (B+) out of 4.00	2000
Higher Secondary (12 Class)	HSC	Science	Govt. Ashek Mahmud College, Jamalpur	1st Class (74.30%)	1994
Secondary School (12 Class)	SSC	Science	Jamalpur Zilla School, Jamalpur	1st Class (85.40%)	1992

RESEARCH PUBLICATIONS

- Zolin R. and Newaz M. N. (2016), Is Economic Development more than the Sum of Individual Success? The Effect of Female Participation in the Economy on GDP, 'MANAGEMENT DEVELOPMENT', ISSN: 0378-7532. VOL – 30, (October – December, 2016) NO 4, pp 1-16
http://bim.portal.gov.bd/sites/default/files/files/bim.portal.gov.bd/page/09f3e9a8_0cca_4a71_adb5_ee7082521b3a/Vol%2030%20No%204%20October-December%202016_Article_01.pdf
- Raju M. K. A. and Newaz M. N. (2016), Intellectual Property Rights Commercialization: Impact on Strategic Competition, "The Business and Management Review", VOL 8 NO 3 pp 21-27
http://www.abrmr.com/myfile/conference_proceedings/Con_Pro_58543/conference_22134.pdf
- Newaz M. N. (2016), Is there Something Different about the Exercise of Market Power when Firms Possess IPRs as the Basis of Their Business?, 'MANAGEMENT DEVELOPMENT', ISSN: 0378-7532. VOL – 30, (January – June, 2016) NO 1 & 2, pp 44-53
http://bim.portal.gov.bd/sites/default/files/files/bim.portal.gov.bd/page/09f3e9a8_0cca_4a71_adb5_ee7082521b3a/Vol%2030%20No%201%26%2C%20January-June%202016_Article_05.pdf
- Mohammad Nazmi Newaz (Bipul), email:nnewaz@gmail.com, mnnbipul@hotmail.com.) +61 (0) 416 684 539 Page 3 of 4 4. Rahman M. S., Newaz M. N. and Rahman M. A. (2015), Assessment of Performance of Upazila Parishads in Seven Districts of Bangladesh to introduce Competitive Performance Based Grants, 'MANAGEMENT DEVELOPMENT', ISSN: 0378-7532. VOL – 29, (July – December, 2015) NO 3 & 4, pp 65-83

http://bim.portal.gov.bd/sites/default/files/files/bim.portal.gov.bd/page/8128aac0_bb7a_44ad_8ed6_8a13931fa483/Vol%2029%20No%203%264%2C%20July-December%202015_Article_05.pdf

- Newaz M. N. and Rahman M. S. (2015), The Copyright Law in Bangladesh: Analysis and Recommendations for Following International Arrangements, 'MANAGEMENT DEVELOPMENT', ISSN: 0378-7532. VOL – 29, (January – June, 2015) NO 1 & 2, pp 59-68

http://bim.portal.gov.bd/sites/default/files/files/bim.portal.gov.bd/page/cb71186a_b961_4452_acb8_a2d79f293b16/Vol%2029%20No%201%262%2C%20January-June%202015_Article_05.pdf

- Newaz M. N. (2010), DECISION SUPPORT SYSTEM: Applying Artificial Intelligence in Managers' Decisions for Increasing Efficiency, 'MANAGEMENT DEVELOPMENT', ISSN: 0378-7532. VOL – 27, (July – December, 2010) NO 3 & 4, pp 33-46

http://bim.portal.gov.bd/sites/default/files/files/bim.portal.gov.bd/page/cb71186a_b961_4452_acb8_a2d79f293b16/Vol%2027%20No%203%264%2C%20July%20G%3%87%C3%B4%20December%2C%202010_Article_03.pdf

- Newaz M. N. (2010), Career Preference of Business Administration Students in Bangladesh, 'MANAGEMENT DEVELOPMENT', ISSN: 0378-7532. VOL – 27, (April – June, 2010) NO 2, pp 8-48

http://bim.portal.gov.bd/sites/default/files/files/bim.portal.gov.bd/page/cb71186a_b961_4452_acb8_a2d79f293b16/Vol%2027%20No%202%2C%20April%20%E2%80%93%20June%2C%202010_Article_02.pdf

- Zaman K. F. & Newaz M. N. (2010), Measuring the effect of work and supervisor on employee satisfaction based on gender: A study from the perspective of life insurance companies in Bangladesh, 'MANAGEMENT DEVELOPMENT', ISSN: 0378-7532. VOL – 27, (January – March, 2010) NO 1, pp 20-37

http://bim.portal.gov.bd/sites/default/files/files/bim.portal.gov.bd/page/cb71186a_b961_4452_acb8_a2d79f293b16/Vol%2027%20No%201%2C%20January%20-%20March%2C%202010_Article_02.pdf

- Newaz M. N. & Zaman K. F. (2009), Employee Needs at work place and their impact on Motivation, 'Journal of Business and Technology [Dhaka]', ISSN: 1992-271X. VOL – 4, July – December, 2009. NO 1, pp 170-182

TRAINING ATTENDED

Fundamentals of Technological Innovation in Organizations	: Conducted by Prof. Dr. Nawaz Sharif, at BIM
Productivity Improvement Techniques	: Conducted by National Productivity Organization (NPO)
Procurement of Goods, Works and Services	: Conducted by IMED, financed by World Bank
Training of Trainers	: Held at BIM.

COMPUTER LITERACY

Operating Systems : Windows (All versions and Platform), LINUX
Application Software : Microsoft Office Applications, Web Browsing Applications
Programming Language : Visual Basic, SQL and C++

COMPUTER EDUCATION

Diploma 1 : Microsoft Office Applications, Web Browsing Applications, Applications Development NIIT, Dhaka, Bangladesh Completed in 1999
Diploma 2 : UNIX, Visual Basic, SQL and C++ NIIT, Dhaka, Bangladesh Completed in 1999

PERSONAL DETAILS

DATE OF BIRTH : 21 JULY 1977
Father : Mohammad Shah Newaz. Social Worker, Founder President, Diabetic Association, Jamalpur, Ex. Member of Parliament and Famous National Level Politician
Mother : Laila Mustari. President, Mahila Parishad, Jamalpur. Social Worker, Ex. Professor of Economics
Spouse : Kanij Fatama Zaman, University Teacher (Assistant Professor)
Children : One Daughter and One Son
Likings : Fishing, Travelling, Reading.

COUNTRY VISITED

Australia : Sydney, Newcastle, Brisbane, Gold Coast, Sunshine Coast, Canberra
United States : New York, Chicago, Arizona, Las Vegas, Boston
India : Delhi, Darjiling, Kolkata, Gangtok

CONTACT ADDRESS

PRESENT ADDRESS (MAILING ADDRESS) : Unit 3, 26 Liguori Court, Mayfield, NSW 2304, Newcastle Australia
PERMANENT ADDRESS : Village: Golapbagh, Shaheed Abdul Hamid Sarak, Police Station and Post Office: Jamalpur, District: Jamalpur, Country: Bangladesh

I, hereby, am declaring that all the information provided are true and sufficient evidences are available on request.

MOHAMMAD NAZMI NEWAZ