



VAT & Tax Officer
SUPER POWER PHARMACEUTICALS LTD. (SPPL)

Job Category: Accounts/Finance/Auditing

Job Source: ০০০০ ০০০০ ০০০০

Job Summary

Posted On: 25 Oct 2024

Application Deadline: 30 Nov 2024

Vacancy Announcement



Super Power Pharmaceuticals Ltd.

Super Power Belabo, Narsingdi, Bangladesh.

For more information please visit- www.superpowerpharma.com

Super Power Pharmaceuticals Ltd. (SPPL), Belabo, Narsingdi, Bangladesh is one of the fastest growing and value driven organizations in the pharmaceuticals industry with a mission to provide contemporary and affordable veterinary medicines & nutritional premix items, manufactured in compliance with global quality standards that improve the health of the animal sector in our country. To continue fulfill the mission, SPPL is now seeking smart, energetic, dynamic, responsible & innovative individual for the following posts:-

Sl.	Position	Vacancies	Educational Requirements	Experience Requirements/Job Responsibilities/Remarks																																				
01	Asst. QA Manager	02	M. Pharm	Candidate must have computer skill & well conversant with Microsoft Office applications. In case of Assistant QA/Production/PD Manger 3-4 years of experience in related field is required.																																				
02	Asst. Production Manager	02	M. Pharm	Candidate should have profound knowledge on Standard Operating Procedure (SOP), Pharmaceutical Analysis, Pharmaceutical Calibration/Validation, Process Validation, Proper Documentations, Regulatory Affairs etc. Candidate should be skilled on HPLC, FTIR, UV, ASS, GC, TLC & others QC Equipment's. Enable to prepare MOA, COA, Method Verifications and Specifications, Method Validations. Coordinate pharmaceutical-related activities for all products. Candidate should have registration number given by Bangladesh Pharmacy Council.																																				
03	Asst. PD Manager	02	M. Pharm	***Special preference will be given to the candidates who have practical knowledge & experience in launching injectable/Sterile Products and attractive salary will be offered to such candidates.																																				
04	QA Officer	04	B. Pharm/M. Pharm	Candidate must have computer skill & well conversant with Microsoft Office applications. Preference will be given to the candidates having 1-2 years of experience in related field. Fresh candidates are also encouraged to apply. Candidate should have registration number given by PCB (in case of Graduate Pharmacist).																																				
05	Production Officer	06	B. Pharm/M. Pharm																																					
06	PD Officer	02	B. Pharm/M. Pharm																																					
07	QC Officer	04	B. Pharm/M. Pharm/ MSc in Chemistry																																					
08	Asst. Manager, VAT & Tax	02	B. Com/ M. Com/ BBA/ MBA (Major in Accounting) CA/ACCA	<ul style="list-style-type: none"> ✓ Candidate must have computer skill & well conversant with Microsoft Office applications. ✓ Candidate should have 4 to 5 years practical experience in related field in any large-scale industries /Chemical Industries/Pharmaceuticals Company. ✓ Should have clear Knowledge over Value Added Tax Act and Rules, 1991, VAT and SD Act, 2012 and VAT & SD Rules, 2016, Customs Act, 1969 and related SRO. ✓ Should have clear Knowledge about VDS & TDS. ✓ Maintain purchase register, Sales register, Mushak Challan, VAT returns and all other register as per VAT and SD Act, 2012. ✓ Prepare and Submit Monthly VAT Returns through online in due time & maintain VAT software as per Govt. Rules. ✓ Prepare and Submit 4.3 (Input-Output Co-efficient). ✓ Handling VAT Audit conducted by VAT Authorities and other Govt. Auditors. ✓ Preserve all documents as per Acts and Rules. 																																				
09	VAT & Tax Officer	04	B. Com/ M. Com/ BBA/ MBA (Major in Accounting)	Candidate must have computer skill & well conversant with Microsoft Office applications. Preference will be given to the candidates having 2 to 3 years practical experience in VAT & Tax related activities and attractive salary & other benefits to be offered.																																				
10	Store Officer	06	Bachelor/Master's degree in any discipline	Candidate must have computer skill & well conversant with Microsoft Office applications. In addition to the work of Store officer, work related to purchase & supply of chemicals from Dhaka to the factory has to be done.																																				
11	Area Manager	06	DVM/ BSc in A.H./ Bachelor/ Master's degree in any discipline	Candidate must have computer skill & well conversant with Microsoft Office applications. Preference will be given to the candidates having 3-5 years of experience in related field. Fresh candidates are also encouraged to apply. In case of experienced candidate educational requirements may relax able.																																				
12	Marketing Officer	150	HSC/Bachelor Degree in any discipline	In case of experienced candidate educational requirements may relax able. Preference will be given to the candidates having experience in selling consumer products, Tobacco, Food & Plastic Items & attractive salary will be offered to such candidates. Candidates will get the opportunity to select the territory according to their choice mentioned in the table below. Vacant Territory (***)Will be appointed on urgent basis(***): <table border="1"> <thead> <tr> <th>Sl.</th> <th>Territory</th> <th>Sl.</th> <th>Territory</th> <th>Sl.</th> <th>Territory</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Satkhira</td> <td>6</td> <td>Chandina, Daudkandi, Cumilla</td> <td>11</td> <td>Barisal</td> </tr> <tr> <td>2</td> <td>Gaibanda</td> <td>7</td> <td>Cumilla Sadar, Chuddagram</td> <td>12</td> <td>Jhalokathi</td> </tr> <tr> <td>3</td> <td>Chattagram</td> <td>8</td> <td>Lakhsam, Langarcoat, Cumilla</td> <td>13</td> <td>Barguna</td> </tr> <tr> <td>4</td> <td>Cox's Bazar</td> <td>9</td> <td>Hajiganj, Chandpur</td> <td>14</td> <td>Patuakhali</td> </tr> <tr> <td>5</td> <td>Pirojpur</td> <td>10</td> <td>Narail</td> <td>15</td> <td>Panchagarh</td> </tr> </tbody> </table>	Sl.	Territory	Sl.	Territory	Sl.	Territory	1	Satkhira	6	Chandina, Daudkandi, Cumilla	11	Barisal	2	Gaibanda	7	Cumilla Sadar, Chuddagram	12	Jhalokathi	3	Chattagram	8	Lakhsam, Langarcoat, Cumilla	13	Barguna	4	Cox's Bazar	9	Hajiganj, Chandpur	14	Patuakhali	5	Pirojpur	10	Narail	15	Panchagarh
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Interested candidates are requested to send their hand written application with updated CV, 2 copies of recent passport size color photograph, Photocopy of NID and one photocopy of all academic certificates by **30 November, 2024** to the following address. **You may apply online through hrdsppltd@gmail.com Please mention the applied position in the subject of email & Send only Updated CV.**

Note: Salary & other benefits will be considered as per company rules & policies. There will be no TA/DA facilities during the interview period.

Mailing Address: Managing Director, Super Power Pharmaceuticals Ltd., 134/2, North Basabo, Dhaka-1214 Or, hrdsppltd@gmail.com