

## Job Application Form for Business Development Manager

(Please fill up the form completely and email to [applications@bd.bbcmEDIAaction.org](mailto:applications@bd.bbcmEDIAaction.org) mentioning the position in the subject field)

<b>Application for the position of:</b>			
<b>Name:</b>			
<b>Title:</b>		<b>Latest organization name &amp; address</b>	
<b>Present Address</b>		<b>Latest job title</b>	
<b>Email</b>		<b>Total years of experience</b>	
<b>Mobile number</b>			
<b>Are you currently or former BBC staff? If yes please write when and in which capacity?</b>		<b>Do you know anyone working in BBC: If yes, please write his/her name, designation and location.</b>	

### **Employment Record (starting with your present post)**

**(Copy the table and paste at the end to write more employment record)**

<b>Organization</b>		<b>Job title</b>	
<b>Start Date</b>		<b>End date</b>	
<b>Description:</b>			

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<b>Start Date</b>		<b>End date</b>	
<b>Description:</b>			

### Education

<b>Name of the institutions</b>	<b>Year of passing</b>	<b>Degrees/Diplomas obtained</b>	<b>Main course of study</b>

### Post qualifications training/courses/learning activities

<b>Name of the training facility and country</b>	<b>Type</b>	<b>Date of attend</b>	<b>Certificates or Diplomas obtained</b>


**Application Questions (each answers not more than 250 words)**

**Q-1: With reference to the job description, please use this section to fully demonstrate the extent to which your skills, abilities and experience meet the specific requirements of the role.**

**Q-2: In your view, what is the most important aspect in the development of a strategy to secure new business? Why?**

**Declaration:**

I certify that the information I have provided in the present document is true, complete and correct to the best of my knowledge. I understand that any misrepresentation or material omission made in this document may lead to the termination of my appointment or to dismissal. I understand this also applies to any other information or document requested by the organization for the purpose of my recruitment to and employment with BBC Media Action.

**Date:**

**Signature:**

**Note:**

Applications for employment at BBC Media Action must include a completed job application form. By submitting this form, the applicant authorizes BBC Media Action to verify and validate all information provided in the form.

You may be requested to provide documentary evidence of the statements you have made above. Please do not, however, send any documentary evidence until you have been asked to do so. If degrees/certificates are in foreign language other than English and Bengali, you may be required to provide official English translation at time of request.