

RESUME OF MILAN KANTI BHATTACHARJEE

Mailing Address:

Director (Administration)
Bangladesh Academy for Rural Development (BARD)
Kotbari, Cumilla-3503
Bangladesh



ACADEMIC EXCELLENCE

SL	ACADEMIC TITLE	UNIVERSITY/ INSTITUTION	RESULT/ ACHIEVEMENT	YEAR
1.	Post-Graduation	University of Chittagong	2 nd class	1985
2.	Graduation	University of Chittagong	2 nd class	1984
3.	HSC	Cumilla Board	1 st Division	1980
4.	SSC	Cumilla Board	2 nd Division	1978

CAREER HIGHLIGHTS

SL	DESIGNATION	ORGANIZATION AND ADDRESS	JOB RESPONSIBILITY	YEAR
1.	Director (Administration)	Bangladesh Academy for Rural Development (BARD) Kotbari, Cumilla	<ul style="list-style-type: none">• Look after HRD functions of BARD (recruitment, promotion, capacity building, posting of employees etc.).• Facilitate Academy's training, research and action research with necessary logistics, services and supports.• Look after financial matters of BARD as drawing and disbursing officer (DDO) on behalf of Director General, BARD.• Accomplish responsibilities such as resource planning, disciplinary matters, development & maintenance of physical resources, public relations and protocol etc.	01.07.2021 – To date

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SL	DESIGNATION	ORGANIZATION AND ADDRESS	JOB RESPONSIBILITY	YEAR
2.	Director (Research)	Bangladesh Academy for Rural Development (BARD) Kotbari, Cumilla	<ul style="list-style-type: none"> Facilitate research initiatives of 09 divisions of the academy with necessary supports and services (financing, field level supervision etc.). Create and nurture research collaboration with other research organisations, universities, sponsoring agencies). Coordinate research studies of Faculty Member, provide academic guidance at various stages of research accomplishment. Supervise and coordinate all matters related to printing and publications of BARD (research reports, journal, newsletter, dissemination materials- brochure, annual report, leaflet etc.). 	05.01.2020 – 30.06.2021
3.	Director (Rural Administration)	Bangladesh Academy for Rural Development (BARD) Kotbari, Cumilla	<ul style="list-style-type: none"> Act as chief of Rural Admn. & Local Govt. Division of BARD Guide and supervise academic activities of the Division in the field of local govt. Liaise with govt. bodies, partner organisations and local govt. institutions in connection with training, research and action research activities on LG. 	07.05.2019 – 04.01.2020
4.	Director (Training)	Bangladesh Academy for Rural Development (BARD) Kotbari, Cumilla	<ul style="list-style-type: none"> Act of chief of training administration of BARD Act as DDO for financial matters of training implementation Coordinate training course, workshops, seminars, conferences etc. 	28.12.2017 – 06.05.2019

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SL	DESIGNATION	ORGANIZATION AND ADDRESS	JOB RESPONSIBILITY	YEAR
			<ul style="list-style-type: none"> • Liaise with training partners (local and international). • Administer logistics for training, workshop, seminars etc. • Employ training/seminar/workshop administration for different programmes. 	
5.	Joint Director (Rural Business Management)	Bangladesh Academy for Rural Development (BARD) Kotbari, Cumilla	Conduct training, research & action research on rural development and development management issues with emphasis on social safety net, cooperatives and public service delivery; edit journals and reports.	09.01.2014 – 27.12.2017
6.	Joint Director (General Administration)	Bangladesh Academy for Rural Development (BARD) Kotbari, Cumilla	Guid and supervise works of employees of different service sections of BARD; Facilitate HRD related works like local and foreign training; Conduct training on rural development management; Conduct research on social development issues such as safety net, development communication, post training utilisation, community development etc.; Look after public relations; Edit various academic and administrative reports.	01.09.2010 – 08.01.2014
7.	Joint Director (Development Communication)	Bangladesh Academy for Rural Development (BARD) Kotbari, Cumilla	Supervise activities of library, communication, documentation and publication sections; Provide ICT supports and services to Academy's training, research, action research and administrative activities ; Edit various reports of BARD including newsletter; Act as trainer, design and organise training, workshops and seminars on social development and development communication related issues.	08.02.2009 – 31.08.2010

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SL	DESIGNATION	ORGANIZATION AND ADDRESS	JOB RESPONSIBILITY	YEAR
8.	Joint Director (Rural Sociology)	Bangladesh Academy for Rural Development (BARD) Kotbari, Cumilla	Organize and design training courses, workshops and seminars and acted as trainer in the broad field of sociology; Design project proposal on elderly people; Contribute as Editor of BARD Newsletter and also edit different academic reports of BARD.	23.04.2007 – 07.02.2009
9.	Deputy Director (Research)	Bangladesh Academy for Rural Development (BARD) Kotbari, Cumilla	Coordinate, monitored and supervise overall research performance of BARD; Ensure logistics for researchers, Edit research proposals and reports, half yearly journal and quarterly newsletter of BARD; Conduct research studies including impact studies; Conducted Training on PRA, Participatory Project Cycle Management, Development Communication and Social Mobilization; Actively participated in the formulation of the National Rural Development Policy 2001.	16.01.1997 – 22.04.2007
10.	Assistant Director (Development Communication)	Bangladesh Academy for Rural Development (BARD) Kotbari, Cumilla	Conduct research on development communication and various other issues related to rural development; Work as a trainer of Development Communication; edited periodicals and reports. Worked as Asst. Project Director of two rural development related projects;	11.09.1989 – 15.01.1997
11.	Lecturer in English	Sitakund Degree College Sitakund, Chittagong	Taught undergraduate level students English language and literature.	01.08.1988 – 10.09.1989

SPECILIZATION HIGHLIGHTS

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SL	AREAS OF SPECIALIZATION
1.	Development Communication
2.	Participatory Rural Development
3.	Editing Rural Development Literature, Journals & Newsletters

PUBLICATION HIGHLIGHTS

SL	TYPES OF PUBLICATION	NUMBER	REMARKS
1.	Books/ Research Reports	10	Include such issues as impact of safety net programmes; role of mass media; institutional perspective of development communication; people's participation; public service delivery; impact of project interventions on rural poor women, voter education, youth development; PTU etc.
2.	Journal Article (home and abroad)	8	Do
3.	Others	2	Publications relating to national policies & strategies for poverty alleviation, knowledge, attitude and practice (KAP) study; participatory rural development.

TRAINING

SL	TRAINING TITLE	ORGANIZATION	LOCATION	YEAR
National Level Training				
1.	উপজেলা পরিচালন ও উন্নয়ন প্রকল্পের আওতায় প্রশিক্ষক প্রশিক্ষণ কোর্স	NILG	Dhaka	2019
2.	Training Course on Protocol Formalities and Articulation	BSTD	Dhaka	2010
3.	Fourth Short Course on Improving Public Services Through Total Quality Management	BPATC	Savar, Dhaka	2008
4.	International Seminar on Sustainable Rural Development	BARD	Cumilla	2003
5.	Training Course on Communicative English & Information Technology	BPATC	Savar, Dhaka	2003
6.	International Seminar on Impact of Agricultural and Rural Development on Poverty Alleviation in SAARC Countries	BARD	Cumilla	2002
7.	Training Workshop on Curriculum Development for Implementation of One House One Farm Programme	BARD	Cumilla	2001

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SL	TRAINING TITLE	ORGANIZATION	LOCATION	YEAR
8.	Special Computer Application Training Course	BPATC	Savar, Dhaka	2000
9.	Training Course on Journal Editing and Management	Editing and Publication Association of Bangladesh	Dhaka	1998
10.	NPO-CIRDAP-APO Seminar on Planning Methods for Integrated Local Community Development	APO	Dhaka	1998
11.	Training Course on Office Management	BPATC	Savar, Dhaka	1996
12.	International Training Course on Advances in Family Health & Social Communication	CCP & Johns Hopkins University	Cumilla	1996
13.	Training Course on News Media Relations	CCP & Johns Hopkins University	Cumilla	1994
14.	Training Course on Research Methodology	BARD	Cumilla	1993
15.	International Training Course on Communication and Transfer of Technology	Graduate Training Institute under Bangladesh Agricultural University	Mymensingh	1993
16.	Training of Trainers	BARD	Cumilla	1992, 1992, 1998
17.	Training Course on Public Relations	Press Institute of Bangladesh, Dhaka	Dhaka	1992
18.	Training Course on Rural Dev. Management, Project Preparation, Monitoring and Evaluation	BARD	Cumilla	1991
19.	Training Course on Rural Administration	BARD	Cumilla	1989
Foreign Training				
20.	Decentralised Governance: Pro-Poor Initiatives	CIRDAP	NIRD, India	2011
21.	Regional Training Course on Participatory Techniques for Planning and Management of Rural Development Projects	AHKNCRD & MA	Islamabad, Pakistan	2008
22.	Training Course on Management of Natural Resources for Sustainable Rural Livelihoods	NIRD	INDIA	2007
23.	Training Course on Participatory Project Cycle Management for Community Development	Fiji National Training Council	Fiji	2002
24.	Course of Study on Development Communication	University College of Swansea	UK	1992

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PERSONAL INFORMATION

1. Complete Name	Milan Kanti Bhattacharjee
2. Date of Birth	28 November, 1963
3. Blood Group	O ⁺
4. NID No.	1923309334297
5. Present Address	Bangladesh Academy for Rural Development (BARD) Kotbari, Cumilla-3503 Bangladesh
6. Permanent Address	Village & Post Office: Chakrashala Upazila: Patiya District: Chittagong Bangladesh
7. Hobby	<ul style="list-style-type: none">• Reading• Listening to music

VALIDATION

“According to the Data as available with us and our observation, analysis and reports on above mentioned areas of applicant name we found all the information as furnished are true to the best of our knowledge”.

(Verified and Issued By)
-- Name of Faculty Member