



Join  
**BEACON**  
the Leader  
in Technology

**Specialized in  
manufacturing Hi-tech**

- Anticancer drugs
- Biotech drugs
- Lyophilized injectables

**BEACON** is one of the fastest growing pharmaceutical companies of Bangladesh. After the success in local market, Beacon is the most popular Bangladeshi company in global market for its high-tech oncology & hepatitis products.

**BEACON Pharmaceuticals PLC** is a vision-driven company and designed to conform to the Global standards like US FDA, UK MHRA, TGA Australia, WHO cGMP and has set up the dedicated oncology plant in Bangladesh with isolator technology to manufacture anticancer drugs.

To support and strengthen our existing team we are looking for smart, ambitious, energetic, intelligent and committed individuals for the following position:

## Cash Officer, Distribution

### Job Description

- Ensure accurate handling, custody, and reconciliation of petty cash and main cash with zero cash variance, maintaining alignment with the cash book and SAP system.
- Receive sales revenues from Sales Assistants and field colleagues against invoices, issue authorized money receipts, and deposit collections into designated company bank accounts through physical deposit, G4S, bKash, or other approved channels within stipulated timelines.
- Accurately post all cash, cheque, and digital payment collections in SAP against the respective invoices on a timely basis.
- Maintain daily Petty Cash and Main Cash Registers manually and ensure consistency with SAP records.
- Disburse payments against approved bills, vouchers, IOUs, and payment advices received from Head Office Accounts.
- Hand over cheques issued by Head Office Accounts to field colleagues or respective payees and obtain proper acknowledgements.
- Ensure compliance with company policies, SOPs, internal controls, and audit requirements.
- Perform any other responsibilities assigned by management from time to time.

### Job Specifications

- At least a Bachelor's degree in Accounting or Management from any reputed university.
- Freshers are encouraged to apply.
- Competency in MS Excel and MS Word.

### Compensation & Benefit Package

- Comprehensive remuneration package.
- Festival Bonus.
- Profit Bonus.
- Earned Leave Encashment.
- Provident Fund
- Gratuity
- Life insurance policy
- Medical Support Allowance
- Mobile bill
- Discounted medicine
- Other admissible benefits as per company policy

### Job Location

- **Anywhere in Bangladesh**



Join  
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To support and strengthen our existing team we are currently looking for a smart, dynamic, and experienced individual in the following position:

## Head of International Marketing Division

### Job Description

- Lead the International Marketing Division and drive global business growth for the company's pharmaceutical products.
- Develop and implement international marketing strategies aligned with corporate objectives.
- Identify new market opportunities and expand the company's presence across global markets.
- Lead market entry, product positioning, and brand development initiatives in international territories.
- Establish and maintain strong relationships with international distributors, partners, and regulatory stakeholders.
- Develop annual business plans, sales forecasts, and growth strategies for international operations.
- Collaborate with regulatory, production, supply chain, and commercial teams to ensure successful market expansion.
- Lead negotiations for strategic partnerships, licensing opportunities, and business development initiatives.
- Represent the company at international conferences, trade exhibitions, and industry forums to strengthen global brand presence.

### Educational Qualification

- B.Pharm and M.Pharm from a reputed public or private university
- Candidate with MBA degree will be given preference.

### Experience Requirements

- Minimum 15 years in reputed pharmaceutical companies
- Hands-on experience in International Marketing within the pharmaceutical industry is mandatory

### Salary & Benefits

- Negotiable
- Other benefits as per company policy

### Job Location

- Head Office

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## Executive – Supply Chain Management

### Job Description

- Manage end-to-end procurement activities for engineering materials, machinery, spare parts, services, and project-related requirements by coordinating with Factory Engineering and Project Management teams.
- Prepare procurement plans based on approved purchase requisitions (PRs) to ensure timely sourcing and uninterrupted operations.
- Procure mechanical, electrical, civil, architectural, and production machinery, spare parts, consultancy services, erection works, turnkey projects, and company vehicles.
- Conduct supplier sourcing, price negotiations, comparative statements (CS), and vendor evaluations to ensure optimum quality, cost, and delivery performance.
- Identify and implement cost-saving initiatives through strategic sourcing, supplier negotiations, process improvements, and waste reduction measures.
- Develop and maintain strong relationships with key suppliers to ensure reliable supply, competitive pricing, and timely issue resolution.
- Evaluate vendor performance periodically and develop alternative sourcing channels to mitigate supply risks and enhance procurement efficiency.
- Establish annual agreements with strategic suppliers to secure quality products and favorable commercial terms.

- Monitor and improve supply chain and procurement processes to enhance efficiency, reduce lead times, and support business objectives.
- Execute SAP/ERP-related procurement activities, including MPN creation, AMPL tracking, QIR management, contract follow-up, and purchase order administration.
- Maintain accurate procurement records, documentation, and system updates while ensuring compliance with company policies and audit requirements.
- Perform any other procurement-related assignments or special projects as assigned by management.

### Job Requirements

- B. Sc. In Mechanical Engineering from any reputed university
- Minimum 2–3 years of working experience in the pharmaceutical industry
- Experience in SAP will be given preference

### Salary & Benefits

- Attractive salary package will be given to deserving candidate
- Other benefits as per company policy

### Job Location

- Head Office