

# BE A PROUD MEMBER OF UTTARA BANK FAMILY

## Career Opportunity

Uttara Bank PLC. invites online applications from young, smart & energetic persons for appointment as Assistant Officer (General) & Assistant Officer (Cash) in the Bank.

Candidates fulfilling the following criteria are eligible to apply :-

### 01. Academic Qualifications :-

#### For Assistant Officer (General) :

- Master's degree or 04 (four) years integrated Honours Degree in any discipline from any recognized educational Institution.
- The candidates must have at least one 1st Division/Class/equivalent GPA/CGPA in any of the Board/University examinations & no 3rd Division/Class/equivalent GPA/CGPA in any of the said examinations.

#### For Assistant Officer (Cash) :

- Bachelor/Bachelor (Hons) Degree in any discipline from any recognized educational Institution.
- The candidates must have at least one 2nd Division/Class/equivalent GPA/CGPA in any of the Board/University examinations. In case of the results published in grading system the previous 1st, 2nd & 3rd Division/Class will be determined against the existing GPA/CGPA as under :-

#### (i) For the results of S.S.C. and H.S.C examinations or equivalent examinations thereof :-

G. P. A 3.00 or above	1st Division
G. P. A 2.00 or above but below 3.00	2nd Division
G. P. A 1.00 or above but below 2.00	3rd Division

#### (ii) For CGPA given by the recognized University/Educational Institution.

CGPA obtained		
In the Scale of 4.00	In the Scale of 5.00	Equivalent class/ Division
3.00 or above	3.75 or above	1st Division/Class
2.25 or above but below 3.00	2.813 or above but below 3.75	2nd Division/Class
1.65 or above but below 2.25	2.063 or above but below 2.813	3rd Division/Class

### 02. Age : Not over 32 years as on 31st May, 2026.

### 03. Period of probation/ training, confirmation and Salary :

There will be a 01 (one) year period of probation/training which will start from the date of joining in the Bank's service. An Assistant Officer (General) will be paid monthly consolidated emolument of Tk. 28,000/- (Taka twenty eight thousand) only and an Assistant Officer (Cash) will be paid monthly consolidated emolument of Tk. 26,000/- (Taka twenty six thousand) only during the probation period. After successful completion of the probation period, an Assistant Officer (General) will be confirmed in the scale of pay of Tk 15000-1000X8-23000-1500X15-45500/- with other allowances/benefits as admissible in the grade and an Assistant Officer (Cash) will be confirmed in the scale of pay of Tk.14000-950X8-21600-1250X15-40350/- with other allowances/benefits as admissible in the grade.

### 04. Computer literacy is essential.

The interested candidates may apply through the Website of Uttara Bank PLC. ([www.uttarabank-bd.com](http://www.uttarabank-bd.com)) latest by the 17th May, 2026 by filling up the Online Application Form of the Bank.

Upon successful submission of the online application, candidates will be able to download a copy of the submitted Application Form containing a Tracking Number. All instructions provided therein must be followed carefully.

Any employee of Uttara Bank PLC. or any person who has been engaged as Assistant Officer (General) (on contract basis)/Assistant Officer (Cash) (on contract basis) in the Bank having requisite qualifications may apply through proper channel, if he/she is not above 35 (thirty five) years of age as on 31-05-2026.

Only shortlisted candidates will be notified of the Written Test through the Bank's website and SMS to their respective mobile numbers. Candidates who meet the prescribed eligibility criteria and whose applications are found valid upon scrutiny will be called to appear in the MCQ Test for shortlisting.

- Any form of Persuasion/Influence/Recommendation/Canvassing will make the candidate liable for rejection of his/her application.
- One candidate may apply for only one post either Assistant Officer (General) or Assistant Officer (Cash).
- The candidate who is in job elsewhere needs to apply through proper channel.
- The candidates who are not willing to serve anywhere in Bangladesh need not to apply.
- The candidates must have a valid mobile number and email address.
- No application/document in person will be received.

Incomplete application will not be entertained. The competent authority of the Bank reserves the right to accept or reject any application at any stage without assigning any reason and also reserves the right to cancel/modify the recruitment/selection process, if need arises without assigning any reason.



UTTARA BANK PLC.  
Head Office, 47, Shahid Bir Uttam Asfaqus Samad Sarak  
Motijheel C/A, Dhaka-1000.