

Graphic Arts Institute
Job Placement Cell
Satmasjid Road, Mohammadpur,
Dhaka-1207
web: gai.polytech.gov.bd
E-mail: jobplacementcellgai@gmail.com

Job Circular

T.K Group publishes the following vacancy.

Application Published Date:10/07/2025

Application Deadline: 13/07/2025

Vacancy: ----

Post Name: Quality Operation/ Production Officer

Educational Qualification: Diploma in Engineering (Printing technology).

- Experience: 1- 2 years (Freshers are also encouraged to apply)

Job Responsibilities:

- Analyze Raw Materials, Packaging Materials, bulk products, Finished Goods & Specimen samples and prepare test reports.
- Perform Area Line Clearance (ALC) and In-process inspection at production lines.
- Ensure safe handling of lab instruments, apparatus and chemicals
- Control of non-conformities as per company SOPs

Required Skills:

- Microsoft Office Package.
- Efficient in e-mail correspondence and web browsing.

Employment Status: ☒ Full Time ☐ Part Time ☐ Remote ☐ Internship

Gender: ☒ Male ☐ Female ☒ All

Age:

Salary: Negotiable

Other benefits: As per company rule, Lunch/Breakfast, 2 festival bonus, Increment, Health Insurance etc.

Job Location:

Source of Circular: ☒ Direct ☐ Via Circular

Apply Procedure: Ways to send resume/CV.

Email: jobplacementcellgai@gmail.com or

Mobile Number: 01731-402303 or