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Thakurgaon Branch :: House # 14, Govindonogor, Munshirhat, Word# 10, Thakurgaon Sadar, Rangpur, Bangladesh. Phone: +880 1571-497229.

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Website :: www.smesoftsolutions.com **E-mail** :: info@smesoftsolutions.com, support@smesoftsolutions.com (Customers only)

Job Circular – March 2026

Reference No.: SMES-HR-C-2026-2802

Date: 01-March, 2026

SME Software Solutions is a fast-growing IT company focused on cloud-based software, web application development, and enterprise solutions. We are currently looking for skilled and enthusiastic individuals to join our expanding team. The following positions are open for recruitment at our **Thakurgaon Branch Office**:

SL	Position Title	Educational Qualification	Vacancy	Experience	Salary	Remarks
1	Front Desk / Customer Support Executive Officer	HSC/ Diploma or Equivalent	4	Preferred	12,000BDT	Female Only
2	Data Entry / Accounts Assistant	Diploma in Computer or Equivalent	7	Preferred	15,000BDT	Female Only
3	Jr. Software Engineer	Diploma in Computer or Equivalent	5	Preferred	20,000BDT	Male / Female
4	Marketing Executive Officer	Bachelor's in any discipline	3	4+ year	40,000BDT	Age Max 35Years
5	Digital Marketing / Social Media Executive Officer	HSC/ Diploma or Equivalent	5	Preferred	15,000BDT	Female Only
6	Intern Software Engineer	Diploma in Computer or Equivalent	5	Preferred	Negotiable	Male / Female
7	Intern Marketing Executive Officer	Diploma in Computer or Equivalent	5	Preferred	15,000BDT	Male / Female
8	Office Staff	JSC / SSC or Equivalent	2	Preferred	10,000BDT	Male Only

General Requirements:

- Relevant technical skills and experience based on the position
- Strong communication and interpersonal abilities
- Willingness to work in a team and under pressure
- Time management and accountability
- Basic computer literacy (for support and marketing roles)

Additional Information:

- Job Type: Full-time
- Office Hours: 9:00 AM – 6:00 PM
- Leave & Others: As per company policies
- Benefits: Friendly work environment, Lunch facility, tea and snacks, festival bonus, and life insurance as per company policy.

Application Process:

Interested candidates are requested to send their updated CV, a recent passport-size photo, and relevant documents to the following email address:

Email: career@smesoftsolutions.com

Thakurgaon branch office:

 Address: House # 14, Govindonogor, Munshirhat, Word# 10, Thakurgaon Sadar, Rangpur, Bangladesh

 Phone: +8801571-497229, +8801674-829764

Website: www.smesoftsolutions.com

Facebook: www.facebook.com/smesoftsolutions

Application Deadline: March 15, 2026

CC To:

- Chairman & Managing Director, SMES
- HR Admin, SMES
- Finance Department, SMES
- Official File (Circular File), SMES
- Website / FB Page / LinkedIn, SMES

 SME Software Solutions – Simplifying Business Through Software