

## Instructions for Online Job application:

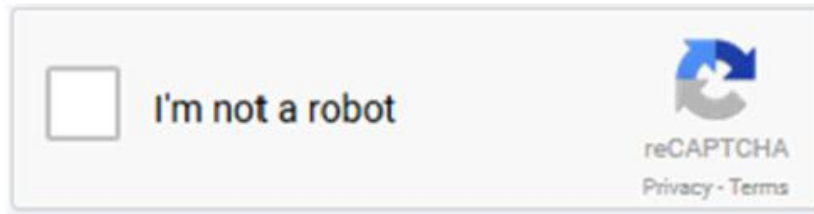
- For Application form Click on “Apply Online”.(see picture bellow)



Please Read <b>Instruction First !!!</b>			
Title	Opening Date	Closing Date	Status
<a href="#">Apply Online</a> for the post of <b>Assistant Programmer</b> . (See Details...)	2018	2018	<b>OPEN</b>
Please Read <b>Instruction First !!!</b> <a href="#">View Instructions</a>			

- No Bank Draft / Pay Order will be required for application.
- This online application is non-editable (i.e. you can't edit any information after submitting your application. So before submit your application, please carefully check all the given information. Submissions of duplicate applications are strictly prohibiting. For any kind of assistance please mail us at [support@icml.com.bd](mailto:support@icml.com.bd)
- The Application is best viewed in 1024X768 pixel resolution.
- (\*) Indicates Mandatory Field.
- Before starting to fill up the Application, make sure you have scanned or digital print of your Passport size photograph and signature.
- Do not press browser back or forward button.
- Fill up the text boxes with appropriate information.
- Whenever a select box is given, you can choose your appropriate information from the list. e.g. Home District, Exam name etc.
- Select your passport size photo and signature by clicking Browse button, to specify the location then click on Upload button.
- Photo and signature size should not exceed 35 Kilobyte. Preferred dimension for photo is 300x300 (width: height) pixels and signature is 300x80 (width: height) pixels.
- For any date; you have to type the date in DD-MM-YYYY (e.g. 01-12-1985) format. If you input invalid date, error message will appear on the screen.
- Select District of your Permanent Address from the Home District List Box.
- You can input your Education information from SSC to Post Graduation which you already have passed.
- Password should be at least 6 characters, no space allowed.

- You have to select the checkbox named “I’m not a robot”.



- You have to provide your contact number and email address so that we can contact you if required.
- Finally click the Submit Application. After submission you can't edit your application.
- After successful submission of your application, a successful page will appear which include an Application Tracking Number. In this page there is a “Download Application” button, please click on “Download Application” button to download the pdf file.



- Please print and preserve this pdf file.
- Submissions of duplicate applications are strictly prohibited.

**For any further query or information, mail us at [support@icml.com.bd](mailto:support@icml.com.bd)**

### **Image (Photo/Signature) Requirements:**

The submitted image must adhere to the following specifications. Photographs submitted must be a recent photograph, taken within the last 6 months. Please be advised that failure to comply with any of the following requirements may result in disqualification from the application. The image file may be produced by acquiring an image with a digital camera or by digitizing a paper photograph with a scanner. Digital enhancement or other alterations or retouching are not permitted. The original aspect ratio of the image must be preserved. No image stretching is allowed.

## **Compositional Specifications**

### **Content**

The image must contain the full face, neck, and shoulders of the entrant in frontal view with a neutral expression and with eyes open and directed at the camera. The image must not contain any parts of the body below the entrant's shoulders.

The image must not include other objects or additional people.

The entrant must be vertically oriented in the image.

### **Head Position**

The subject must directly face the camera.

The head must not be tilted up, down, or to the side.