

Project Management Intern

We're Hiring! Join Our Creative Team at AVP Unit, Quantum Foundation

Are you passionate about purpose-driven content? We're looking for talented individuals to help us tell meaningful stories that inspire change.

Apply for Project Management Intern : <https://lnkd.in/gzrhpRVn>

Location: Banasree, Dhaka

Hours: Saturday–Thursday, 9:00 AM – 5:30 PM

Apply now and be part of something that truly matters.

WE'RE HIRING



Project Management Intern

Requirements

- Assist in content planning by drafting calendars, tracking tasks in JIRA, and ensuring smooth workflow with the Project Manager.
- Join meetings to take notes, monitor Zoom programs, handle payments, and support monthly activity updates.
- Prepare visually engaging monthly reports with summaries and data for internal review.

Benefits

- Two annual festival bonuses with partially subsidized lunch and complimentary office snacks
- Monthly employee engagement programs to foster teamwork and motivation
- Regular town hall meetings for open communication and organizational updates

Apply now

Send your resume or CV to our email
avp.hr.q@gmail.com

OUR OFFICE

Banasree E block, Rampura, Dhaka

www.quantummethod.org.bd/bn