



Internship Report
ON
An Exploration of The Basic Flight Service at
Bangladesh Airline Training Center

SUBMITTED BY

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This Internship report is submitted to the Department of English, for the partial fulfillment of the requirements for the Bachelor of Arts (B.A.) Degree in English.

SUBMITTED TO

MD. Nuruzzaman Moral

Assistant Professor, Department of English

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December 15th 2025

LETTER OF APPROVAL

I am very glad to certify that the project report on “An Exploration of The Basic Flight Service at Bangladesh Airline Training Center”, submitted to the Department of English, Daffodil International University is completed by Azijun Nahar Ety, ID: 221-10-867, for the course ‘Project Paper with Internship’ (Course Code: 431). She has completed her internship work under my supervision during the Fall-2025 semester.

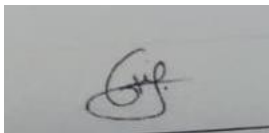
I am very pleased to clarify the authenticity of her work which is done successfully and I strongly recommend her work for further academic glorification and viva-voce.



.....
Md. Nuruzzaman Moral
Assistant Professor and
Supervisor
Department of English
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DECLARATION

I Hereby declare that I Azijun Nahar Ety, id 221-10-867 this report titled (An Exploration of The Basic Flight Service at Bangladesh Airline Training Center), is my own work and bearing my personal experience and learning during my training at Bangladesh Airlines Training Center (BATC). I further declare that this report contains my own observation it is submitted for the fulfillment of the requirement of the B.A. English degree of Daffodil International University. This report was not submitted to any platform before and solely written for the Project paper with an internship course. I state that all the resources i use are not taken from the internet or any other sources and it reflects my personal experiences.



.....
Azijun Nahar Ety

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Department Of English

Daffodil International University

ACKNOWLEDGEMENT

I am thankful to my creator Almighty Allah for blessing me with good health and giving me strength to complete the training and this report. I want to thank my supervisor, MD. Nuruzzaman Moral, for supporting me and guiding me with academic direction. I would like to appreciate all the mentors and instructors of BATC for guiding me throughout the journey of the course “Basic Flight Services” at Bangladesh Airlines Training center. Their encouragement and support helped me to understand cabin crew responsibilities and Aviation Industry Norms. I would like to express my deepest gratitude to my parents for their support, motivation, and for keeping faith in me.

DEDICATION

This report is dedicated to my parents, my supervisor and all the instructor of Bangladesh Airlines Training Center for their continuous support, guidance and motivation. The unconditional love and sacrifices of my parents are the foundation of my confidence. The guidance and valuable advice of my supervisor helped me complete this report. All the mentors and the instructor of “Bangladesh Airlines Training Center” helped me to be strong and made this journey possible. I am thankful to my parents, my supervisor and the instructor of the Bangladesh Airlines Training center for their encouragement and faith in me. I dedicate this report to all of them for taking the time to guide me and share their expertise to make the training experience and report more standard. This paper belongs to the as much it does to me.

ABSTRACT

This report is about my training experience at BATC. The program duration is three months. As I was appointed for the role of flight attendant at Biman Airlines and as per the requirement of the Airlines policy that every crew shall pass the Basic Flight Services training. This report is upholding the experience and understanding of the course that I completed. This report covers the topics I learned during my training, such as safety and security, emergency management, food and beverage services, evacuation and rescue, aircraft familiarization, and in-flight security. This report includes the responsibility and duty of a cabin crew that are important to maintain that are significant to provide a comfortable and secure environment for the passengers on the flight. It analyses the steps and processes followed by a cabin crew to provide the best service. Finally, it covers the skills i developed during my training and the scope of practical implementation of the skills in the professional field. It upholds the importance of the training to make fresh individual ready for the flight operation, the basic flight services program is a foundation for the trainee cabin crews to prepare necessary skills and technical skills and a hands-on experience of the aviation industry. Overall, this report explains the experience, professional development, skills, and practical knowledge that are observed and learned during the program.

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CHAPTER 1: INTRODUCTION

Cabin crew plays a crucial role in ensuring passenger safety, comfort, and inflight security. The responsibility of the cabin crew is beyond hospitality and covers all aspects like handling dangerous goods, maintaining a fair environment in the flight, emergency management, and safeguarding the lives of the passengers under all circumstances.

This study provides a comprehensive overview of the basic flight service program arranged by Bangladesh airlines training center. The program is designed to train individuals with the core of aviation principals and give them theoretical and practical knowledge. Topics such as inflight English, safety and security, dangerous goods, grooming standards, first aid management, emergency procedures and aircraft familiarization, all together helped me to strengthening my personal development as a flight attendant. This report reflects both classrooms learning as well as practical application of learning. This report is based on my personal experiences as a trainee where i performed as a flight stewardess and learned the essentials of operating flight services with professionalism. This report highlights my personal growth and expertise II received during training period at Bangladesh airlines training center. A cabin crew is basically responsible for any kind of situation. The main objective of a crew is to provide the best service with patience, professionalism, and sincerity. The report highlights my personal growth and expertise I received during my training period at BATC as a cabin crew member. It also focuses on the challenges and barriers I have throughout the journey.

CHAPTER 2: BACKGROUND

Biman Bangladesh Airlines carries the national flag of Bangladesh. Biman Bangladesh Airlines established Bangladesh Airlines Training Center to expand the light of aviation education and development. The main purpose of BATC is to create trained and professional individuals to serve the aviation with responsibilities. The Basic Flight Services training program is designed to make aspire flight attendants ready for the aviation industry with the required knowledge, skills, and grooming. The course duration is 3 months. The well-structured curriculum provides an initial insight into the safety and security, customer service and grooming standards.

This report is completely based my own reflection from the Bangladesh Airlines Training Center (BATC) Basic flight services course outcome. The primary objective is to provide comprehensive insight into the basic flight services and my learning outcome over the training period. It shows my understanding of how the Basic Flight Services training has shaped my skills and analytical ability, more specifically here are some of its objectives of the report:

1. To explore the structure and content of the Basic Flight Service program. To describe the initial learning outcome of the course.
2. To understand emergency management and safety procedures required for a crew member to ensure smooth flight service.
3. To evaluate the procedures of handling dangerous goods on board and ensure inflight security.
4. Explore the importance of basic flight service training in preparation for Flight Attendant.
5. Evaluating the vital role of training to examine theoretical knowledge and professional growth.
6. To understand practical knowledge about airplane familiarization Boeing 787,777,737.
7. To capture the skill development, professional growth throughout the training and readiness to be cabin crew.

CHAPTER 3: SIGNIFICANCE OF THE STUDY

This study is significant because it gives the proper idea that how the BATC Basic Flight Service training program shapes professional skill development to the new crew members. This report might be important for me as it describes my own learning output, and it might be helpful for the new trainees who wants to understand the structure of Bangladesh Airline Training Center. It emphasizes the importance of emergency management, flight security, safety awareness, and basic grooming standards in the aviation field. The study reflects my academic knowledge as English is globally used language. A flight crew member must travel to travel different country of the world. My background of B.A in English will allow me to interact and communicate with the customer easily. The inflight English instructions understanding will be easier. As a student of B.A in English, my strong speaking skills allowed me to announce take-off and landing notices flawlessly. The further instructions, notices of flight delay and update announcements were much easier for me as my background allows me to speak fluently. The listening skills helped me to understand English accents of international passenger form different region and culture. The strong listening and speaking skills helped me to be more confident and serve without hesitation and confusion

CHAPTER 4: METHODOLOGY

4.1 Introduction

Becoming a flight stewardess was my dream, I always wonder how people fly like a bird in the sky. I wanted to serve people as a cabin crew from my childhood, the placement process of the cabin crew, and the training was very competitive and challenging for me. The Biman Bangladesh airlines posted a circular for the role of cabin crew. I immediately applied for the post; the further process of the requirements was screening test. After I got selected for it, I became confident and one step closer to my dream. then I attended the written and IQ test I passed in the written exam as well, I was in disbelief it took me months to prepare for that exam, and I was selected for final viva. I prepared myself just like a warrior. I groomed myself up for viva. I needed to look polish and tidy. maintaining my professional attire. I was selected for the job. Biman hired me for that job. Biman called all the selected candidates for the paperwork at their head office, Bolaka ,and initial medical center at Biman Medical Center. After that our three-month training began to prepare ourselves a professional cabin crew.

4.2 Data Collection

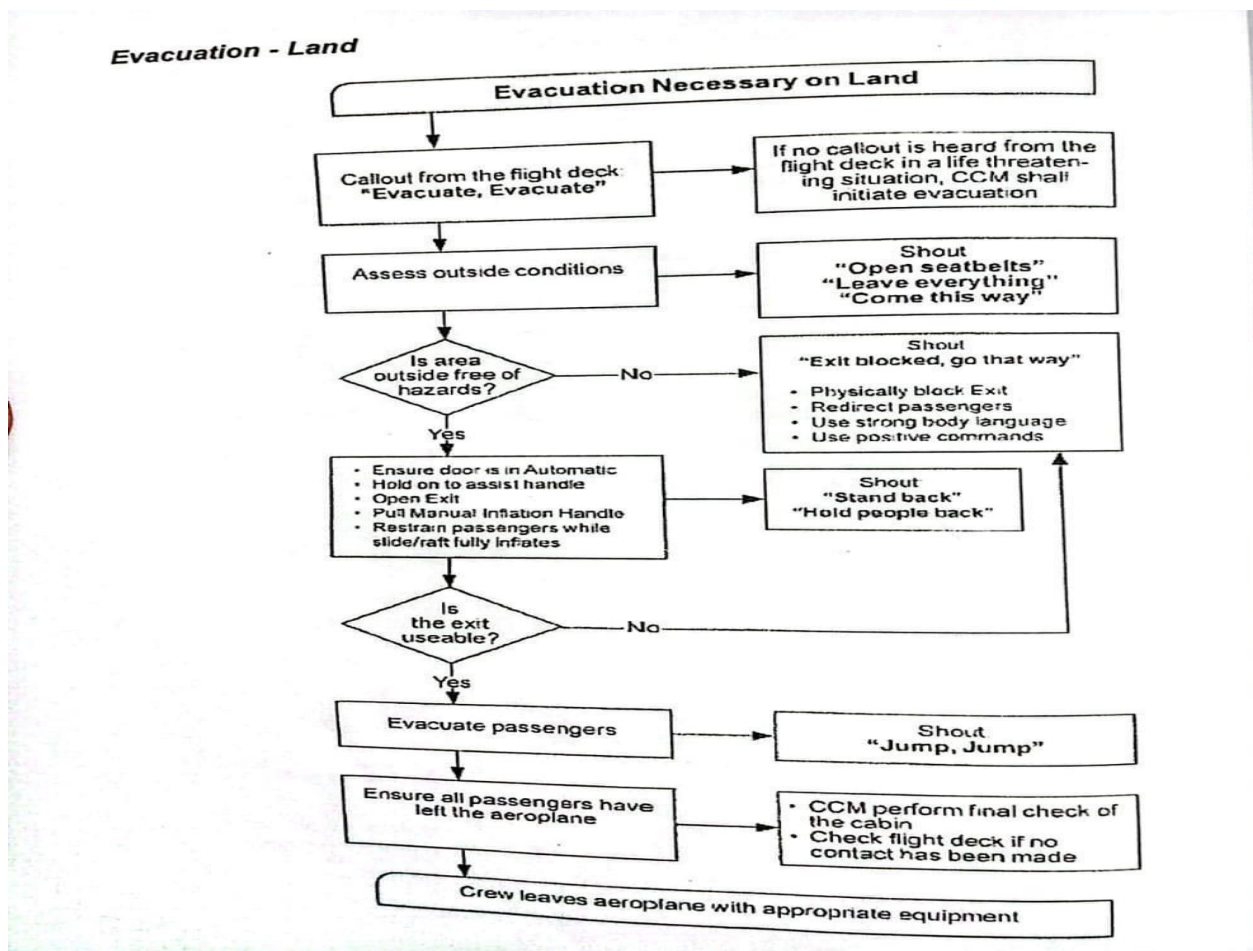
The data collected for this report is both from primary and secondary sources. In combination with both sources, this report contains authentic data. The primary data is the data that are collected from the classroom learning during the training, practical drills observation during the training. And the secondary data are collected from internal publication of Biman Bangladesh Airlines, books and study materials provided by the Bangladesh Airlines Training Center, and its official websites.

CHAPTER 5: ANALYSIS AND DISCUSSION

The training program includes all the necessary subjects that are going to be used to provide smooth and customer-friendly service. The program aims to make sure that all the crew are well trained and can handle all kinds of situations during the flight operation. However, a cabin crew member is responsible for looking over all the incidents in the flight as there is no ground support. Once the boarding gate and the fleets door are closed, the cabin crews are responsible for the safety, comfort and handling of any situation. It includes communicating with the pilot and ensuring passengers' safety and comfort. The crew members are the frontliners under all circumstances. The training gave me the purpose that customers' safety is the priority. The curriculum includes emergency procedures which teaches how to handle technical emergencies or any other situation. During the emergency what measurement and steps a crew shall take to prevent disasters. During medical emergencies, crew members are responsible for first aid and initial treatment, and if necessary, they will contact the pilot for emergency landing. Crew members are kind of one-man army as they also take care of dangerous goods and in-flight security. If there are any passenger onboard with any forbidden goods or forbidden instrument, cabin crew identify them and take further steps to avoid any threats and ensure other passengers' safety. The important lesson is learned that cabin crew members do not have much time to think and take decisions. Once the door is closed, crew must move fast and take decisions rapidly. So, the training is aimed at preparing fresh individuals towards the world of aviation.

5.1 Emergency procedures:

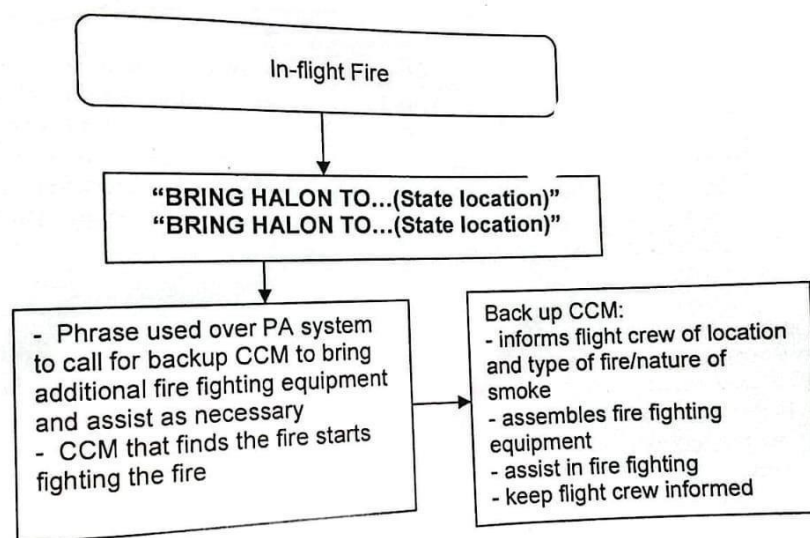
During my training, emergency procedures were emphasized as the most important responsibility of a flight stewardess. I learn how to respond efficiently in emergency situations such as fire on board, decompression, aviation physiology hypoxia, hyperventilation, fatigue, pilot incapacitation, medical emergencies first aids, emergency evacuation. During my training I was trained in how to stay calm and respond quickly to any situation. The primary objective of emergency management training was the safety of passengers and crew members. The learning emphasizes that crew members must think critically in the emergency and take necessary steps for self-preservation. The crew members are responsible for managing any situation including fire drills, identifying the type of fire, handling medical emergencies, and further necessary steps. This training improved my confidence with a proper guideline for handling any criteria. Cabin crews are also responsible for the rescue in any situation like turbulence and fire or crush landings. During inflight fire accidents, internal code language is used to take immediate action.



5.2 Safety and emergency operations:

I was trained to ensure safety of the crew and passengers, I have learn how to use and operates safety and emergency equipment's like oxygen, halon and water fire extinguisher ,fire axe, PBE, hand lamp, first aids kit, power mega phone ,seat belts ,life vest, ELT, life raft. Overall, a cabin crew shall use all available resources when dealing with an emergency. this includes practical demo drills of using emergency equipment at the training program. The use of emergency equipment must be handled with skill. In the flight, cabin crew are the only authority to take decisions. They must know the proper use of emergency equipment. On mistake can create any inappropriate situation.

Emergency Situation: In-flight Fire



BCF / Halon Fire Extinguisher

Description:

- Red Cylinder.
- Effective range: 2-3 meters.

Pre-flight check:

- Proper location.
- Pin is in place and sealed.
- Gauge indicator is in green zone.
- Nozzle is free from obstruction.
- Check validity tag for expiry date.

Usage/Operation:

- Take out from rack.
- Pull safety pin out (seal will break).
- Hold upright.
- Direct nozzle at the base of fire.
- Press levers to discharge.
- Return to stowage after use.

Duration:

- Approximately 10 seconds.

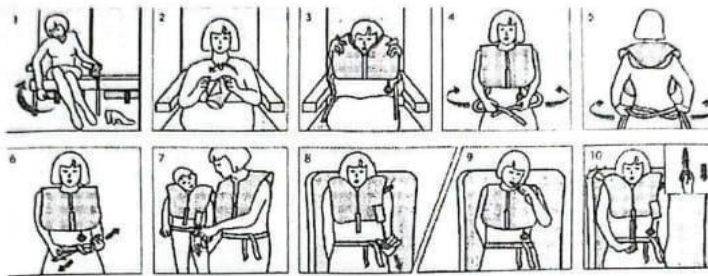
Halon Fire Extinguisher



H₂O - Water Fire Extinguisher

Water is an effective extinguishing agent on Class A fires, however it is an electrical conductor and for this reason is not a safe agent for fighting electrical fires (Class C). In addition, Water Extinguishers should not be used in the event of Class B fires as they may worsen the hazard. Flammable liquids may float on the water and continue to burn. Also, the forceful stream can splatter the burning liquid to other combustibles. The Water Glycol extinguisher is operated by turning the handle so that a CO₂ cartridge is punctured which pressurises the container and enables discharge.

Adult Life vests



Description:

- Yellow passenger life vest located under or between seat.
- Orange crew life vest located under crew seat.
- Dual chambered.
- One buckle attachment.

Pre-flight check:

- Proper location at every seat.
- Proper location and correct quantity of extra life vests.

Usage:

- Remove from stowage and pouch.
- Place vest over head.
- Pass strap around waist and insert into buckle at the front.
- Pull strap to tighten around waist.
- Pull sharply on red tabs to inflate chambers.
- For additional inflation or deflation use inflation tubes.
- Inflate vest when leaving aircraft.

NOTE: When using life vest for a child or small adult, pass strap under legs before inserting in buckle, and only inflate one chamber.

5.3 Inflight security:

Highlights the potential threats on board like, unruly passengers, bomb threats, hijack etc. I was trained to prevent any danger and safety and security hazard, by monitoring passengers behavior, maintaining situational awareness, check on suspicious item like dangerous goods .I learn to ensure the flight will be safe and secure , we were told to remember that cabin crew is the last line of defense. It is the responsibility of the crew member to take care of every passenger with professionalism. If there are any threats like hijacking, bomb threats or any external inappropriate incidents, cabin crew must identify with threats and prevent that with professionalism and keep in mind the safety of other passengers.

5.4 Food and beverage service:

This service is focused on meal presentation, and service sequence on board, factors to prepare a menu, breakfast menu, lunch or dinner order of menu, meal timings, meal services, service, standard measure of drinks, classification of alcohol and bar services. Basically, I learn what to serve as pre-maturing meals, after meals, and service procedures.

Types of food Biman Bangladesh airline Types of food Biman Bangladesh serves Onboard:

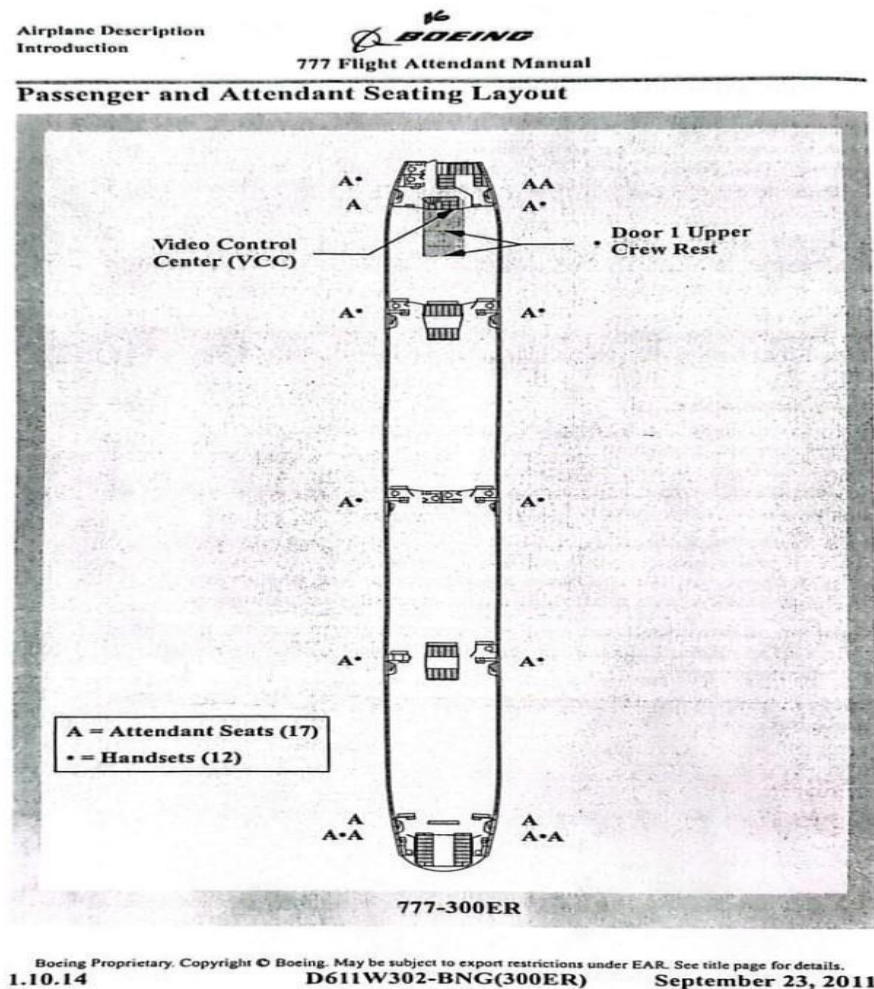
1. Muslim Meal
2. Hindu Meal
3. Kosher Meal
4. Vegetarian Meal
5. Slimming meal
6. Baby meals, etc.

Order of Menu:

BREAKFAST	LAUNCH/ DINNER
Juice	Hors D'euvers
Cereal/ Fruit Cocktail	Soup
Assorted Bread	Salad
Preserves	Main Dish
Main Dish	Sweet Dish
Fresh Dish	Cheese/ Fresh Fruits
Tea/ Coffee	Tea/Coffee

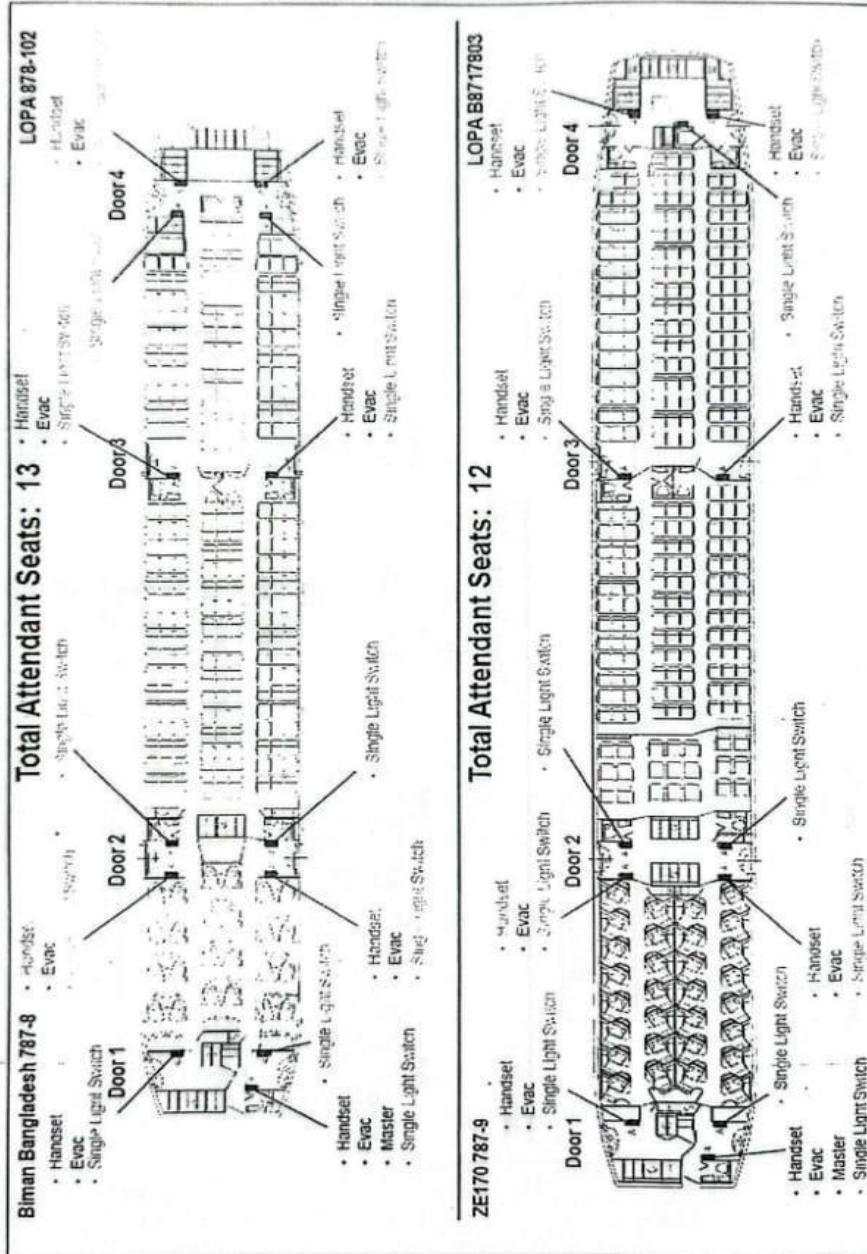
5.5 Aircraft Familiarization:

The aircraft familiarization helps identify emergency equipment location, cabin operation, door operation, finding emergency exit, over-wing exits, jump seat position, interior and exterior lights, and cockpit familiarization. I was recruited as a cabin crew at Biman Bangladesh airlines. Biman Bangladesh airlines has types of fleets. It has Boeing 787,737,777 and Dash 8. The different types of fleet model carry different features. The interior design and formation are not the same in each flight; the position of emergency equipment, technique of door operation is not the same and requires different types of operation. The practical drill on the fleets helped me to understand how to operate flights like an experienced and professional crew.





6A.12.1.2 Attendant Seat



5.6 The Skills I Developed:

The Basic flight service program helped me improve my interpersonal skills and professional skills. I gained a diverse range of skills that are useful for performing as a cabin crew member these skills improved my decision-making skills, capability of staying calm under critical situations, in-flight English skills, intuition, situational awareness, passenger service and hospitality skills. The in-flight English and communication skills helped me to interact with the passengers from different culture and backgrounds. I learned about aircraft models and unique features. I got technical skills in handling flight operations. I learned how to work in a team. I can be a leader and a follower as well, depending on what the situation requires.

I prepared myself to always take on responsibilities and maintain a good standard of work. I also have hospitality skills and serving skills, sequence of service, and service grammar. The grooming skill I learned in the training helped me to acquire confidence. A cabin crew shall be well groomed with professionalism. As cabin crew are the front lines of the airline, high grooming standards must be maintained; it relates to the reputation and the image of the airline company. I have gained the knowledge that personal presentation and facial expression; tone of voice is directly connected with the impression of airline image. Another important skill I developed is problem solving and conflict management. It can be a seating dispute, miscommunication or passengers are frustrated sometimes due to flight delay, I was trained to operate under any situation with respect, patience, and diplomacy. The training provided me with an opportunity to develop time management and multitasking skills. The flights are delayed often due to weather or technical difficulties; in the training I was trained to handle these situations when passengers wanted clarification and exact timing of proceed. I developed the skill of handling these situations with confidence and empathy. In the flight when the time-frame is tightly scheduled, a quick response and multi tasks are given priority. I learned how to handle multiple tasks at a time, like cabin checks, passenger assistance, food service, and safety monitoring. I learned how to write a proper report of incidents, how to announce takeoff and landing notes, and give any further updates. The training is also useful for the development of my observation power, such as noticing any inappropriate behavior of the passengers, irregular sounds or

missing items, be ready every second for anything that might happen next. This is helpful as it improves my risk awareness and critical thinking. Moreover, the training is also focused on the physical stamina and fitness of a crew, during long flights and extending duty hours it is necessary to work under any physical condition. This training helped me to overcome motion sickness through demo flight and follow strict discipline and techniques.

CHAPTER 6: FINDINGS

The Basic flight services training arranged by Bangladesh Airlines Training center is mirroring the operational standards, professional responsibilities and responsibilities of a cabin crew member. The program is designed to prevent every situation and hazards with responsibilities and empathy. Safety and security are the first priorities no matter what the situation is. It can be a fire drill, medical practice, or equipment operation. Every lesson is directly connected with passengers' safety and security. The training is designed to make a fresh crew confident to handle situations without being nervous and thinking about professionalism. It is to ensure that a crew must protect passengers in any unexpected situation.

In the training I came to know that clear communication is important to give the best service according to their expectations and needs. A crew must interact with people from different cultures and backgrounds. I understood the importance of communicating politely, calmly, and clearly as it can reduce passengers' panic, confusion, and create comfort in the flight. I understood the importance of teamwork and collaboration. No crew member can work alone and must have to support one another. It is important to maintain a good flow of work by supporting each other. The team all together aims to maintain the environment inside the flight deck. Another key finding is that a crew member must be adaptable. Every fleet model is different as crew members must adapt to the technical indifference of the fleets quickly to make sure of smooth travel of the passengers. The aircraft familiarization course is helpful as it clears the technological and formation of difference in each aircraft. The door operation technique, emergency eject button or oxygen button placement is different in every aircraft model. A study of aircraft models helped me to learn the exact placements of each necessary equipment and how to perform with confidence. Being a cabin crew not only about technical work, but it also includes being kind, polite, respectful and critical thinker as well. These qualities helped me to work flawlessly and provide comfortable experience for the passengers.

CHAPTER 7: RECOMMENDATION

The overall training experience at Bangladesh Airline Training Center follows the up to mark standard to maintain passengers' safety and security and comfort. Therefore, there are some changes that might take place in the training curriculum of the Basic Flight Services of the cabin crew to enhance efficiency and customer support. Although Bangladesh Airline Training Center follows a well-structured curriculum there is still some scope of improvement. BATC can introduce one small feedback session or progress dashboard where trainees can track their progress and track the value of their performance. It can be beneficial for the trainee crews to identify the lack of their skills and take further steps to improve. BATC can introduce anonymous feedback sessions at the end of the training to the trainees to give feedback and suggestions. It can be beneficial to BATC to identify gaps and shortcomings of the training curriculum and restructuring the syllabus. The lack of digital resources for manuals, policy and rules, notices and instructions make it difficult for the crew to access quickly. BATC shall implement collaboration with other services like ground service, customer service, or BFCC, which can be helpful for the trainee crew to understand the whole structure of aviation and how it works. The curriculum and syllabus of BATC follows proper implementation of the rules and policy of international Aviation to give global exposure to the trainee. Finally, conducting a small mock flight or demo for the crew can help the trainee crew understand the real scenario during the flight and scope of personal improvement. Proper guidelines or consultation by the experts about fatigue, stress management and anxiety due to long flights will help the trainee crew to be more confident and professional and serve the best to the passengers.

CHAPTER 8: CONCLUSION

The Basic Flight Services program offered by Bangladesh Airlines Training center has contributed significantly to my personal development and readiness as a cabin crew. The well-structured curriculum covers every aspect of Aviation that are needed for a trainee crew to start a career as flight attendant. During the training I gained practical knowledge about the Aviation industry, duties and responsibilities of crews, emergency management, safety and rescue and professional etiquette. The program helped me develop my communication skills as well as analytical skills. The training program is a gateway for me to start a career as a flight stewardess and serve the national flag carrier airline Bangladesh Biman. It is an honor for me to be a part of the biggest airline in the country. The supportive nature of the instructors and the mentors helped me to improve my communication skills, confidence, and willpower. I learned how to handle any critical situation while keeping in mind the safety and comfort of the passengers. The teamwork abilities helped to work in a collaborative project where the main intention is to provide the best service and comfort. To conclude, the Basic flight service course is a turning point in my life as it allows me to learn and prepare myself as a future cabin crew member.

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APPENDIX



বিমান বাংলাদেশ এয়ারলাইন্স লিমিটেড **Biman BANGLADESH AIRLINES LTD.**
HEAD OFFICE: BALAKA, KURMITOLA, DHAKA-1229, BANGLADESH. PHONES: 8901600-14, 8901680-94, FAX: 88-02-8901558. www.biman-airlines.com

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রোল-১২০০০৩১১

তারিখ: ১৮-০৬-২০২৫খ্রিঃ

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NAME: AZIJUN NAHAR ETY
FATHER'S NAME: MD. AL AMIN HOSSAIN LITON
ADDRESS: VILL: SONKANDA, POST: JAMALPUR SADAR,
PS: Jamalpur Sadar, DIST: Jamalpur.

বিষয়ঃ ফ্লাইট স্টুয়ার্ড (পুরুষ)/ ফ্লাইট স্টুয়ার্ডেস (নারী) পদে নিয়োগের প্রস্তাব পত্র।

জনাব,

বিমান বাংলাদেশ এয়ারলাইন্স লিমিটেড-এ বিগত ২৯-০৯-২০২৪খ্রিঃ তারিখে প্রকাশিত নিয়োগ বিজ্ঞপ্তি এবং ১৪-১০-২০২৪খ্রি. তারিখের সংশোধিত নিয়োগ বিজ্ঞপ্তির বরাতে প্রাপ্ত আপনার আবেদনপত্র এবং তৎপরবর্তী আইকিউ/ফিজিক্যাল ফিটনেস, লিখিত ও মৌখিক পরীক্ষার ফলাফলের ভিত্তিতে বিমানের কান্টমার সার্ভিস পরিদপ্তরের অধীনে নিম্নলিখিত শর্ত সাপেক্ষে ফ্লাইট স্টুয়ার্ড/স্টুয়ার্ডেস হিসেবে নিয়োগের জন্য আপনাকে প্রাথমিকভাবে নির্বাচিত করা হয়েছে:

- (ক) নির্ধারিত প্রশিক্ষণ গ্রহণার্থে প্রাথমিকভাবে আপনি বিএটিসি'তে অংশগ্রহণ করবেন। আপনি বিএটিসি কর্তৃক নির্ধারিত যে কোনো প্রশিক্ষণ গ্রহণ করতে বাধ্য থাকবেন। বিএটিসি'র প্রশিক্ষণ বিএটিসির নিয়মানুযায়ী একবারেই সফলতার সাথে সম্পন্ন করতে হবে। প্রশিক্ষণের ফলাফলের মোক্ষমত অনুসারে আপনার জ্যেষ্ঠতা নির্ধারিত করা হবে এবং প্রশিক্ষণে অকৃতকার্য হলে আপনার নিয়োগ আপনা আপনি বাতিল হিসেবে গণ্য হবে।
- (খ) ফ্লাইট স্টুয়ার্ড/স্টুয়ার্ডেস হিসেবে প্রাথমিকভাবে নির্বাচিত হওয়ার পর কর্তৃপক্ষের সময়সূচি অনুযায়ী আপনাকে প্রশিক্ষণ গ্রহণ করতে হবে। প্রশিক্ষণে থাকাকালীন যে কোনো পর্যায়ে কোনো কারণ দর্শানো ব্যতিরেকে আপনার নিয়োগ অবসানের (টার্মিনেট) ক্ষমতা কর্তৃপক্ষ সংরক্ষণ করে এবং এ জন্য কোনো ক্ষতিপূরণের দাবী গ্রহণযোগ্য হবে না।
- (গ) নিয়োগ শর্ত মোতাবেক আপনার এবং বিমানের মধ্যে সম্পাদিত বন্ড, চুক্তিপত্র এবং বিমান চাকরি-বিধি অনুযায়ী আপনার প্রশিক্ষণকালীন সময়কালসহ চাকরি নিয়ন্ত্রিত হবে।
- (ঘ) ফ্লাইট স্টুয়ার্ড/স্টুয়ার্ডেস পদে নিয়োগের পূর্ব পর্যন্ত প্রশিক্ষণ গ্রহণকালীন সময়ে আপনি প্রতি মাসে সর্বসাকুল্যে ১০,০০০/- (দশ হাজার) টাকা হারে স্টাইপেন্ড/ভাতা প্রাপ্য হবেন।
- (ঙ) বিমানের প্রধান চিকিৎসক এবং/অথবা অন্য সংস্থা কর্তৃক নির্ধারিত যে কোনো এক বা একাধিক চিকিৎসা প্রতিষ্ঠান-এর নিকট হতে মেডিকেল ফিটনেস সার্টিফিকেট প্রাপ্তি সাপেক্ষে আপনাকে প্রশিক্ষণে অংশগ্রহণ করতে দেয়া হবে।
- (চ) প্রশিক্ষণ চলাকালীন সময়ে আপনি কোনো ট্রেড ইউনিয়ন/এসোসিয়েশন অথবা বার্পেনিং এজেন্ট-এর সদস্য পদ গ্রহণ করতে পারবেন না অথবা তাদের সাথে কোনো কার্যক্রমে অংশগ্রহণ করতে পারবেন না।
- (ছ) ফ্লাইট স্টুয়ার্ড/স্টুয়ার্ডেস পদে প্রয়োজনীয় প্রশিক্ষণ সফলতার সাথে সমাপ্তির পর উক্ত পদে আপনাকে ১০ (দশ) বছরের জন্য (০৬ মাস Probation Period) চুক্তিভিত্তিক নিয়োগ প্রদান করা হবে এবং তদানুযায়ী চুক্তির শর্ত, ইনডেমনিটি বন্ড ইত্যাদি বলবৎ থাকবে। উক্ত চুক্তিভিত্তিক নিয়োগ ১০ (দশ) বছর পর মানসিক, শারীরিক সুস্থতা এবং বিমানের প্রচলিত শর্তাবলী পূরণ সাপেক্ষে প্রতি মেয়াদে ৫ বছরের জন্যে সর্বোচ্চ ২ মেয়াদে পুনরায় চুক্তিভিত্তিক নিয়োগ প্রদান করা হবে। বর্ণিত প্রক্রিয়ায় আপনি বিমান বাংলাদেশ এয়ারলাইন্স লিঃ এ চাকরিতে যোগদানের তারিখ থেকে সর্বোচ্চ মোট ২০ (বিশ) বছর পর্যন্ত চাকরি করতে পারবেন।

চলমান পাতা-০২

- (জ) উপরে বর্ণিত সমুদয় শর্ত পূরণ সাপেক্ষে যদি আপনি ফ্লাইট স্টুয়ার্ড/স্টুয়ার্ডেস হিসেবে নিয়োজিত হন, তবে আপনাকে পদের সাথে চুক্তি মোতাবেক বেতন, অন্যান্য ভাতাদি ও সুবিধাদি প্রদান করা হবে।
- ক) এন.এস.আই/পুলিশ অথবা অন্য কোন সংস্থার তদন্ত প্রতিবেদনে আপনার চরিত্র ও পূর্বপরিচিতি সন্তোষজনক না হলে অথবা আপনার প্রদত্ত স্থায়ী ঠিকানা, শিক্ষাগত যোগ্যতাসহ কোনো তথ্য ভুল/মিথ্যা প্রমাণিত হলে কোনো প্রকার কারণ দর্শানো ব্যতিরেকে আপনার নিয়োগ সরাসরি অবসান করা হবে।
- গ) আপনি যদি অন্যত্র চাকরিরত থাকেন, তবে বর্তমান কর্মস্থলের যথাযথ কর্তৃপক্ষ হতে ছাড়পত্র ফ্লাইট স্টুয়ার্ড/স্টুয়ার্ডেস হিসেবে যোগদানের পূর্বেই জমা দিতে হবে।
- ট) আপনার পরিচিতি নিশ্চিত করার লক্ষ্যে আপনাকে টি-৭৩০৮৯ প্রদান করা হল, যা ভবিষ্যতে ফ্লাইট স্টুয়ার্ড/স্টুয়ার্ডেস হিসেবে নিয়োগ লাভের পূর্ব পর্যন্ত সকল প্রকার যোগাযোগের ক্ষেত্রে অবশ্যই উল্লেখ করতে হবে।
- ঠ) পরবর্তীতে ফ্লাইট সার্ভিস উপ-বিভাগ কর্তৃক প্রশিক্ষণ শুরুর হওয়ার নির্ধারিত তারিখ আপনাকে অবহিত করা হবে।
- ড) প্রশিক্ষণে যোগদানের জন্য আপনাকে কোনো প্রকার দৈনিক/যাতায়াত ভাতা দেয়া হবে না।
- ঢ) আপনি ফ্লাইট স্টুয়ার্ডেস (নারী) পদে যোগদানের পর থেকে প্রথম ০৩ (তিন) বছর বিবাহ বন্ধনে আবদ্ধ হতে পারবেন না।

উপর্যুক্ত নিয়োগ প্রস্তাব পত্রের শর্তাবলি আপনার নিকট গ্রহণযোগ্য হলে, তা গ্রহণের স্বীকৃতি হিসেবে স্বাক্ষর (প্রতি পৃষ্ঠায় তারিখসহ) করে আগামী ২৩-০৬-২০২৫খ্রিঃ তারিখের মধ্যে অত্র নিয়োগ প্রস্তাব পত্রের একটি কপি নিয়োগ শাখায় জমা দিবেন। এতদ্ব্যতীত আপনি কর্মরত থাকলে কর্মস্থল হতে অনাপত্তিপত্র ২৬-০৬-২০২৫খ্রিঃ তারিখের মধ্যে অত্র শাখায় জমা প্রদান করতে হবে। অন্যথায়, এ নিয়োগ প্রস্তাব পত্র কোনো রকম যোগাযোগ ব্যতিরেকে বাতিল বলে গণ্য হবে এবং এ ব্যাপারে ভবিষ্যতে কোনো দাবী বা আবেদন গ্রহণযোগ্য হবে না।

বিমান বাংলাদেশ এয়ারলাইন্স লিমিটেড-এর পক্ষে-


 মোঃ শফিকুল ইসলাম
 ব্যবস্থাপক প্রশাসন (নিয়োগ)

অনুলিপিঃ

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- ০৫। ব্যবস্থাপক পার্সোনেল/সংগঠন ও পদ্ধতি/বেতন শাখা/ফ্লাইট সার্ভিস।
- ০৬। উপ-ব্যবস্থাপক প্রশাসন, ফ্লাইট সার্ভিস।

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