

“The Nation’s Bank”, **National Bank of Pakistan** aims to support the financial well-being of the Nation along with enabling sustainable growth and inclusive development through its wide local and international network of branches. Being one of the leading and largest banks of Pakistan, National Bank of Pakistan is contributing significantly towards socioeconomic growth in the country with an objective to transform the institution into a future-fit, agile and sustainable Bank.

In line with our strategy, the Bank is looking for talented, dedicated and experienced professionals for the following positions in the area of **Audit & Inspection**.

The individuals who fulfill the below basic-eligibility criteria may apply for the following positions:

01	Position / Job Title	Audit Team Member - Operations Audits (OG-I)
	Reporting to	Wing Head - Operations Audit
	Educational / Professional Qualification	• Minimum Graduation or equivalent from a local or international university / college / institute recognized by the HEC of Pakistan • Candidates having Master’s degree and / or any other relevant professional qualification or certifications such as fresh ACCA / CIA etc. will be preferred
	Experience	• Minimum 04 years of Banking experience in Branch Audit function and / or Management Audit functions
	Other Skills / Expertise / Knowledge Required	• Well conversant with internal audit practices and relevant regulatory guidelines • Good understanding of business communication, presentation and analytical skills • Proficient in use of Microsoft Office applications • Ability to work in a fast paced and deadline driven environment with consistent and quality output
	Outline of Main Duties / Responsibilities	• To conduct audit of Management Audit Program as per the Internal Audit Manual • To develop and update Risk Control Matrices (RCMs) of functions and their processes • To prepare Audit Planning Document and hold pre-audit meetings with the auditee management to plan the audit and gather pre-inspection data for preparation of Audit Planning Document • To perform testing procedures for each control to be tested and for lapses observed to report in the internal audit report • To validate the rectification status of regulatory and internal audit findings • To follow up and discuss Corrective Action Plan (CAP) with the management and process the CAP received • To validate implementation of internal and external quality assurance recommendations and SBP inspection and external auditor’s recommendations • To perform effective management of internal audit MIS, back office records and ensure the safekeeping of audit records / audit working papers • To conduct timely escalation of reportable / critical issues and their periodical follow-ups • To ensure that all related documents (working papers of field audit and back office) for audits are uploaded in e-Audit • To perform any other assignment as assigned by the supervisor(s)
	Place of posting	Karachi
Assessment Test / Interview(s)		Only shortlisted candidates strictly meeting the above-mentioned basic eligibility criteria will be invited for test and / or panel interview(s).
Employment Type		The employment will be on contractual basis, for three years which may be renewed on discretion of the Management. Selected candidates will be offered compensation package and other benefits as per Bank’s policy / rules.

Interested candidates may visit the website **www.sidathyder.com.pk/careers** and apply online within 10 working days from the date of publication of this advertisement as per given instructions.

Applications received after due date will not be considered in any case. No TA / DA will be admissible for test / interview.

National Bank of Pakistan is an equal opportunity employer and welcomes applications from all qualified individuals, regardless of gender, religion, or disability.