“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 professional(s) for the following position in the area of **Compliance** based at **Karachi.**

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

01	**Position / Job Title**	**KYC / CDD Officer (OG-III / OG-II)**
	Reporting to	Unit Head - KYC / CDD Unit
	Educational / Professional Qualification	• Minimum Graduation or equivalent from local or international university / college / institute recognized by HEC of Pakistan • Candidate having a Master's degree or any other relevant professional certification(s) would be preferred
	Experience	• Minimum 02 years of banking and / or financial Institution experience in the compliance function
	Other Skills / Expertise / Knowledge Required	• Basic knowledge of Anti Money Laundering (AML) / Counter Financing of Terrorism (CFT) related laws and regulations • Basic knowledge of Banking services / products • Good communication, interpersonal and analytics skills • Proficiency in MS office (preferably in MS Excel, MS Access, MS Word and MS Power Point) • Ability to prioritize and accomplish tasks with strict deadlines
	Outline of Main Duties / Responsibilities	• To review AML advisory requests relating to high risk customers including PEPs, NGOs / NPOs and Trusts identify KYC / CDD deficiencies and associated AML / CFT risks and recommend appropriate mitigating measures • To initiate and follow up on KYC / CDD related Request for Information (RFIs) with relevant stakeholders to ensure timely resolution and closure • To perform supervisory reviews of top 100 depositors, closed accounts and other assigned KYC / CDD related exercises to ensure compliance with regulatory requirements and internal policies • To manage Internal PEP lists to ensure timely updating and uploading in the Smart Account Opening System (SAOS) and other relevant systems • To assist to Department Head / UH - KYC/ CDD in identifying gaps in KYC / CDD related systems, processes, policies and controls and support remediation initiatives • To maintain KYC / CDD related records, MIS, reports and supporting documentation • To assist the Department Head - KYC / CDD Advisory and Unit Head - KYC / CDD in the execution of AML / CFT projects, regulatory compliance initiatives and process enhancement activities • To perform any other assignment as assigned by the supervisor(s)

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.