

"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(s) in the area of **Operations** based in **Karachi**.

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

01	Position / Job Title	Officer Equity Settlement (OG-II / OG-I)
	<b>Reporting to</b>	Unit Head - Equity Settlement
	<b>Educational / Professional Qualification</b>	<ul style="list-style-type: none"> <li>• Minimum Graduation or equivalent from a local or international university / college / institute recognized by the HEC</li> <li>• Candidates having a Master's degree and / or relevant diploma / certification(s) will be preferred</li> </ul>
	<b>Experience</b>	<ul style="list-style-type: none"> <li>• Minimum 03 years of banking experience, out of which at-least 01 year of relevant experience in Equity Settlement and / or Capital Market Operations</li> </ul>
	<b>Other Skills / Expertise / Knowledge Required</b>	<ul style="list-style-type: none"> <li>• Hands on experience in debt and equity related banking products</li> <li>• Good knowledge of tradeable financial instruments in equity / investment products and their accounting treatments</li> <li>• Should possess clear and well defined accounting and regulatory reporting concepts</li> <li>• Proficient in MS Office suite (Word, Outlook, PowerPoint and Excel)</li> <li>• Good communication and interpersonal skills</li> </ul>
	<b>Outline of Main Duties / Responsibilities</b>	<ul style="list-style-type: none"> <li>• To be responsible for execution of daily settlement of capital and debt market deals</li> <li>• To ensure proper reconciliation of GLs in timely manner</li> <li>• To be responsible for data acquisition with accuracy for regulatory reporting</li> <li>• To assist and contribute in development / enhancement of treasury / equity systems upgrades</li> <li>• To address audit observations (internal &amp; external) and implement measures to minimize and curtail recurrence</li> <li>• To develop and maintain necessary MIS(s)</li> <li>• To perform any other assignment as assigned by the supervisor(s)</li> </ul>
	<b>Assessment Test / Interview(s)</b>	Only shortlisted candidates strictly meeting the above-mentioned basic eligibility criteria will be invited for test and / or panel interview(s).
	<b>Employment Type</b>	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](http://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.**