

“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                          | Product Facilitation Officer (OG-II / OG-I)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
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|    | Reporting to                                  | Head Shariah Compliance Department                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|    | Educational / Professional Qualification      | <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 Master’s degree in Islamic Banking / Finance or ACCA / CA Part Qualified or having related certification / Diploma or Specialization in Islamic Finance or Jurisprudence (Fiqh Ul Muamlat) from recognized University / Institutes will be preferred</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|    | Experience                                    | <ul style="list-style-type: none"> <li>Minimum 02 years of experience in Financial Institution and / or Shariah Consultancy Firm out of which 01 year in the field of Shariah Compliance and / or product development and / or Shariah Advisory and / or Shariah Audit and / or Shariah Consultancy</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|    | Other Skills / Expertise / Knowledge Required | <ul style="list-style-type: none"> <li>Strong interpersonal, communication and Analytical skills</li> <li>Command in Microsoft Excel, Content writing and Shamila Shariah research Software</li> <li>Understanding of Shariah Law as applied to Commerce and Banking and regulation issued by SBP from time to time</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|    | Outline of Main Duties / Responsibilities     | <ul style="list-style-type: none"> <li>To assist in the evaluation of proposals, contracts, agreements, manuals, process flows, checklists, and other documents submitted by management</li> <li>To review Credit Approval Memorandums (CAMs) for final endorsement by the Head of Shariah Compliance Department (HSCD)</li> <li>To assist the Unit Head in reviewing and analyzing process flows for various products and services</li> <li>To review product policies, operational manuals, and legal documentation</li> <li>Participate in UATs</li> <li>To review syndicate financing documents for Shariah compliance and operational accuracy</li> <li>To review conversion-related documents to ensure alignment with Shariah guidelines and approved product structures</li> <li>Visit customers along with the business team to assess practical aspects and update the process flow according to actual needs and practices</li> <li>To attend and conduct meetings with internal stakeholders and external parties regarding product structuring and system-related discussions</li> <li>To perform any other assignment as assigned by the supervisor(s)</li> </ul> |

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| 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](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.**