

NATIONAL BANK OF PAKISTAN

CAREER OPPORTUNITY

"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 **Risk Management**.

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

01	Position / Job Title	Recovery Support Officers (OG-III / OG-II)
	Reporting to	Unit Head - Recovery Support - Retail and Program Lending
	Educational / Professional Qualification	- Minimum Graduation or equivalent from a local or international university / college / institute recognized by the HEC of Pakistan - Candidate having L.L.B degree and / or any other relevant certification will be preferred
	Experience	Minimum 02 years of banking and / or legal experience in recovery related litigation in a commercial bank
	Other Skills / Expertise / Knowledge	- Should be aware of legal and regulatory environment - Goal oriented, result driven with ability to prioritize and accomplish tasks with deadlines - Well conversant with MS Office
	Outline of Main Duties / Responsibilities	- To review all the cases which are recommended for recovery suit by collection and recovery team - To coordinate with Banking Legal Advisor branches, regions and collection team for follow up of suit filed cases - To review ongoing cases and advise Unit Head Legal Coordination accordingly - To review progress of outstanding litigation cases and liaise with external lawyers - To review plaint shared by dealing counsel before filing the cases and provide administrative support to dealing counsels - To obtain regular updates from the dealing counsel on the legal cases - To attend court hearings on regular basis and provide outcome of the hearing to Unit Head Legal Coordination - To coordinate with Unit Head Collections and BLAs where customer is willing to make out of court settlement - To prepare, maintain and share MIS of all suits filed and to be filed cases with Supervisor on daily / weekly basis - To perform any other assignment assigned by the supervisor(s)
	Place of Posting	Faisalabad, Karachi and Sukkur
	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.



National Bank of Pakistan
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