

“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 **Retail Banking**.

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

| 04 | Position / Job Title                                 | Relationship Manager - Institutional Deposits (OG-II / OG-I)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
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|    | <b>Reporting to</b>                                  | Team Leader – Institutional Deposits                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|    | <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 of Pakistan</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|    | <b>Experience</b>                                    | <ul style="list-style-type: none"> <li>• Minimum 03 years of banking sales experience in Institutional Deposit Mobilization</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|    | <b>Other Skills / Expertise / Knowledge Required</b> | <ul style="list-style-type: none"> <li>• Sales management and good interpersonal skills</li> <li>• Ability to acquire and manage institutional relationships.</li> <li>• Sound understanding of retail banking products.</li> <li>• Geographical knowledge of the place of posting</li> <li>• Knowledge of banking and products</li> <li>• Ability to work under pressure and manage high-value customer portfolios.</li> <li>• Strong verbal and written communication skills</li> <li>• Proficiency in Windows &amp; MS Office</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|    | <b>Outline of Main Duties / Responsibilities</b>     | <ul style="list-style-type: none"> <li>• To achieve assigned institutional deposit mobilization targets through acquisition of new institutional relationships</li> <li>• To conduct regular market visits to identify, solicit and onboard potential institutional customers for deposit growth and portfolio expansion</li> <li>• To develop and maintain strong relationships with key decision-makers, authorized signatories and stakeholders of institutional clients</li> <li>• To manage and grow the institutional deposit portfolio by identifying business opportunities and ensuring retention of existing portfolio</li> <li>• To generate leads and promotes the Bank's liability and cross sell products</li> <li>• To ensure customer onboarding process swiftly</li> <li>• To provide a high standard of customer service by responding to customer queries in a timely manner</li> <li>• To ensure strong coordination with internal and external stakeholders</li> <li>• To ensure compliance of Banking Laws, instructions, regulations and procedures</li> <li>• To maintain all files / documentation and ensure comprehensive records maintenance related to daily business operations</li> <li>• To ensure Audit requirements and observations related to business are addressed (both internal and external) and implement measures to minimize and curtail recurrence. Also ensure that shariah compliant environment is maintained at Islamic Banking windows within the Region</li> <li>• To ensure all processes are completed within the specified TAT</li> <li>• To ensure all SOPs are followed as per policies and procedure of the Bank</li> </ul> |

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|                                       |                                                                                                                                                                                                                             | <ul style="list-style-type: none"> <li>• To perform any other assignment as assigned by the supervisor(s)</li> </ul> |
|                                       | <b>Place of Posting</b>                                                                                                                                                                                                     | Islamabad, Karachi, Lahore and Rawalpindi                                                                            |
| <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.**