"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 **Operations Group.**

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

03	Position / Job Title	Senior Officer - Regulatory Returns - Credit Facilities (OG-II / OG-I)
	Reporting to	Manager - Regulatory Returns - Credit Facilities
	Educational / Professional Qualification	• Minimum Graduation or equivalent from a local or international university / college / institute recognized by the HEC • Candidates having a Bachelor's or Master's degree in Data Sciences and / or Computer Sciences and / or Mathematics and / or Statistics and / or Information Technology would be preferred
	Experience	• Minimum 03 years of experience in a financial and / or corporate sector, out of which 01 year of experience in handling MIS reporting and / or large size data
	Other Skills / Expertise / Knowledge Required	• Basic understanding of database management • Familiarity with data analysis tools (e.g., Excel etc.) • Hands on experience in data visualization tools like, Power BI or similar is preferable • Well aware with data structuring and modeling concepts
	Outline of Main Duties / Responsibilities	• To assist in collecting, verifying, and consolidating region-wise data related to the Bank's advances portfolio received from branches, regions, and allied banking systems • To assist in extracting and preparing data for MIS reports for submission to management and regulatory authorities • To assist in the preparation of periodic regulatory reports on the credit portfolio • To assist in addressing and resolving borrower-related complaints on data reporting received from branches and regulators • To assist in ensuring proper data balancing, reconciliation, and regular back-up of reports and databases • To assist in maintaining smooth MIS and reporting processes, including coordination, documentation, and system support • To assist in working closely with the Information Technology team to perform data extraction and data transformation processes • To assist in coordinating with branches and the Information Technology team for data and reporting requirements • To assist in maintaining simple documentation and ensure regular backups of reports and files • To stay updated with emerging trends and technologies in data management and reporting practices • To perform any other assignments as assigned by the supervisor(s)
	Place of Posting	Karachi
	Assessment Test /	Only shortlisted candidates strictly meeting the above-mentioned basic eligibility criteria will

Interview(s)	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.