

“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 **Human Resource Management** based in **Karachi**.

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

01	Position / Job Title	Senior HR Officer (OG-II)
	Reporting to	Wing Head
	Educational / Professional Qualification	• Minimum Graduation or equivalent from a local or international university / college / institute recognized by the HEC of Pakistan • Candidates having a Master's degree and / or HR certifications would be preferred
	Experience	• Minimum 02 years of work experience in Human Resources • Candidates having experience of working in similar roles in financial sector would be preferred
	Other Skills / Expertise / Knowledge Required	• Good communication / interpersonal skills • Effective team player • Understanding of HR functions • Service orientated • Knowledge of MS Office applications
	Outline of Main Duties / Responsibilities	• To assist and support in HR functions, such as Talent Acquisition & Management, Learning & Development, Performance Management & Rewards, Compensation & Benefits, HR Relationship Management, Organizational Effectiveness, HR Governance and HR Legal Compliance • To support and coordinate with business functions to strengthen HR relationship • To assist in the implementation of all HR initiatives / projects • To monitor and update internal HR systems and databases to ensure data accuracy • To assist in responding to all internal and external HR related queries or requests • To produce / prepare various HR related reports as and when required • To keep abreast with modern HR practices and market trends • To perform any other assignment as assigned by the supervisor(s)
	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.