

“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 **Audit and Inspection** based at **Karachi**.

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

| 02 | Position / Job Title | Team Member – Management Audit (OG-I) |
|---------------------------------------|--|---|
| | Reporting to | Wing Head – Audit Entity Owner |
| | Educational / Professional Qualification | <ul style="list-style-type: none"> Minimum Graduation or equivalent from a local or international university / college / institute recognized by the HEC Candidates having a Master’s degree / MBA (Finance) and / or any other relevant professional qualification and / or certifications, such as CA Inter / recently qualified ACCA / CIA etc. will be preferred |
| | Experience | <ul style="list-style-type: none"> Minimum 04 years of banking experience, out of which 02 years in Audit and / or Compliance and / or Operations and / or Risk and / or Finance and / or Business Governance function |
| | Other Skills / Expertise / Knowledge Required | <ul style="list-style-type: none"> Well conversant with internal audit practices and relevant regulatory guidelines Good understanding of business communication, presentation and analytical skills Ability to work under timelines and pressure situations Proficient in use of Microsoft Office and Visio, SAP and Core Banking Applications Ability to work in a fast paced and deadline driven environment with consistent and quality output |
| | Outline of Main Duties / Responsibilities | <ul style="list-style-type: none"> To conduct audit of Management Audit Program as per the Internal Audit Manual To develop and update Risk Control Matrices (RCMs) of functions and their processes To prepare Audit Planning Document and hold pre-audit meetings with the auditee management to plan the audit and gather pre-inspection data for preparation of Audit Planning Document To perform testing procedures for each control to be tested and for lapses observed to report in the internal audit report To validate the rectification status of regulatory and internal audit findings To follow up and discuss Corrective Action Plan (CAP) with the management and process the CAP received To validate implementation of internal and external quality assurance recommendations and SBP inspection and external auditor’s recommendations To perform effective management of internal audit MIS, back-office records and ensure the safekeeping of audit records / audit working papers To conduct timely escalation of reportable / critical issues and their periodical follow-ups To ensure that all related documents (working papers of field audit and back office) for audits are uploaded in e-Audit 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.