

“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** based in **Karachi**.

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

01	Position / Job Title	Wing Head - Branch Operations & Coordination (VP / SVP)
	Reporting to	Divisional Head - Branch Banking
	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 of Pakistan • Candidates having a Master’s degree and / or relevant diploma / certification(s) will be preferred
	Experience	<ul style="list-style-type: none"> • Minimum 12 years of banking experience, out of which at least 05 years of experience in managing Branch Banking Operations at Divisional and / or Regional and / or Zonal and / or Cluster Head level
	Other Skills / Expertise / Knowledge Required	<ul style="list-style-type: none"> • Strong knowledge of branch banking operations, internal audit frameworks, prudential regulations, and regulatory requirements • Experience in handling audit teams (internal / external) and analysis of audit observations • Strong analytical and risk assessment capabilities • Good communication and interpersonal skills • Excellent team management and leadership skills • Excellent organizational skills, attention to details, and proactive working attitude
	Outline of Main Duties / Responsibilities	<ul style="list-style-type: none"> • To review audit reports, analyze findings, and coordinate resolutions with regions while identifying recurring issues and ensuring corrective actions • To ensure branches provide quality and timely customer services • To review annual performance & risk factors and suggest improving procedures for Branch Operations • To ensure timely submission of responses, action plans, and evidence against audit findings • To assist regions in maintaining compliance and operational efficiency during audits • To strengthen internal controls and recommend process improvements based on audit findings • To provide SBP pre-inspection data, process inspection reports & penalties, and ensure timely submission of compliance reports • To oversee data submission and ensure adherence to SBP regulatory requirements • To coordinate with external & AGP auditors for data provision, report processing, and compliance submissions for external and AGP audits • To monitor risk portal, address portal exceptions with regions, support rectification efforts, and track resolution progress • To supervise DTR violations and execute assignments from higher management • To manage RMT visit reports and maintain their records • To perform any other assignment as assigned by the supervisor(s)
	Assessment Interview(s)	Only shortlisted candidates strictly meeting the above-mentioned basic eligibility criteria will be invited for 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 interview.

National Bank of Pakistan is an equal opportunity employer and welcomes applications from all qualified individuals, regardless of gender, religion, or disability.