

“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 **Information Technology** based in **Karachi**.

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

01	Position / Job Title	Unit Head - AD, Exchange & Internet Security (AVP / VP)
	Reporting to	Wing Head - Microsoft Administration & Systems Support
	Educational / Professional Qualification	<ul style="list-style-type: none"> • Minimum Bachelor’s degree in IT / Computer Science / Engineering or equivalent and / or Graduation with a Master’s degree in IT / Computer Science or equivalent, from a local or international university / college / institute recognized by the HEC of Pakistan • Candidates having relevant certification(s) will be preferred
	Experience	<ul style="list-style-type: none"> • Minimum 06 years of experience in IT infrastructure, out of which at least 02 years of experience in a supervisory level in Microsoft Systems Administration and / or Active Directory Exchange and / or IT Infrastructure Operations, preferably in bank(s)
	Other Skills / Expertise / Knowledge Required	<ul style="list-style-type: none"> • Strong understanding of planning, designing and implementation of Microsoft Exchange and Active Directory • Good understanding of Outlook Web App, POP3, SMTP, IMAP4, and other protocols of MS Exchange • Sound working knowledge of TCP/IP, DHCP, DNS, HTTP/HTTPS, LDAP, and other protocols • Sound working knowledge to set up and configuration of native and 3rd party back-up management tools • Good expertise related to Exchange Server in Hybrid-Exchange environment • Sound understanding of cluster, highly available technologies, and exchange replication across network • Good expertise in Mobile Device Management technologies • Good expertise in virtualization technologies on Microsoft Hyper-V and VMware • Basic scripting skills (PowerShell) • Able to research and recommend innovative, and where possible automate approaches for system administration tasks • Expertise to identify approaches that leverage our resources and provide economies of scale • Ability to work in a team and take the lead in critical situation
	Outline of Main Duties / Responsibilities	<ul style="list-style-type: none"> • To install, configure, administrate, and manage large deployments of Microsoft Exchange (Exchange 2016 and higher), Windows Server (2016 and higher), Active Directory and Exchange environments messaging systems, including MS Active Sync (handheld devices), IIS, spam / anti-virus filtering, and clustering • To analyze technical problems and create solutions by involving the use of existing techniques or tools • To deploy centralized policies to all systems in alignment with Bank’s policies • To resolve anti-virus and messaging issues to ensure the delivery of seamless and timely services • To perform on-site technical support for Microsoft Exchange and respond to all troubleshooting queries that pertain to AD Exchange & Internet Security • To monitor Microsoft server performance, run routine server diagnostic tests, perform, and monitor system back-ups, and perform cluster failovers • To monitor exchange message queues, resolve non-deliveries, perform message tracking and record status / findings in daily operations log

	<ul style="list-style-type: none"> • To perform system monitoring, verifying the integrity and availability of all hardware, server resources, systems, and key processes, reviewing system and application logs • To enforce policies and procedures for maintaining the security, patching and integrity of the system and ensure the system meets availability and disaster recovery requirements • To manage systems and infrastructure components for mission-critical computing environments installation and support of the communications and collaboration systems under occasional guidance • To provide support services for Systems Administration, system-level storage management, performance tuning, monitoring, and capacity planning • To ensure the smooth operations and availability of messaging infrastructure of the Bank • To plan and execute the capacity planning of hardware / software licenses as per the growth of IT infrastructure • To stay abreast of emerging technologies and market trends, specially of Microsoft operations • To be responsible for complying with the Bank's IT infrastructure with standards and project / operational requirements • To manage the vendor SOPS, SLAs, and renewals in a timely manner • To coordinate and communicate with team and relevant stakeholders • 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.