

“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**.

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

02	Position / Job Title	MIS Support Analyst (OG-II / OG-I)
	Reporting to	Unit Head – MIS Portal and Development
	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 03 years of experience in the field of IT, out of which at least 01 year of experience in support & operations for IT Applications and / or development and execution of queries / procedures related to databases, preferably in bank(s)
	Other Skills / Expertise / Knowledge Required	<ul style="list-style-type: none"> • Expertise in preparing and managing Management Information System (MIS) reports • Hands-on expertise in working with Oracle and SQL Server databases • Strong capability to verify and manage data Extraction, Transformation and Loading (ETL) processes from multiple systems into a centralized database • Demonstrated experience in providing technical and operational support to business end-users • Strong analytical and problem-solving skills, with the ability to identify and resolve root causes of issues • Excellent written and verbal communication skills, with the ability to work both independently and collaboratively within a team environment
	Outline of Main Duties / Responsibilities	<ul style="list-style-type: none"> • To carry out biometric verification and Signature Card projects for deposit accounts of the Bank • To develop and maintain the MIS portal for the Operations Division • To assist in the deployment of the MIS portal and resolve related issues as and when required • To extract, merge and validate data from multiple systems into the centralized MIS database • To prepare consolidated reports on deposits and advances for all branches • To prepare audit reports for the inspection team on an ad-hoc basis • To prepare monthly reports on deposits and advances maturity for submission to the State Bank of Pakistan • To manage and monitor customer-wise advances, including both regular and Non-Performing Loan (NPL) accounts • To coordinate with management regarding database repository capacity and provide recommendations for enhancements • To assist in internal and external audits, including inspections conducted by the State Bank of Pakistan • To perform any other assignment as assigned by the supervisor(s)
	Place of Posting	Karachi
	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.
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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.