

“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 **Risk Management**.

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

01	Position / Job Title	Processing Officer (OG - II / OG - I)
	<b>Reporting to</b>	Wing Head – Credit Policy Wing, Credit Risk Management Division
	<b>Educational / Professional Qualification</b>	<ul style="list-style-type: none"> <li>Minimum Graduation or equivalent from a local or international university / college / institute recognized by the HEC of Pakistan</li> </ul>
	<b>Experience</b>	<ul style="list-style-type: none"> <li>Minimum 02 years of banking experience in Corporate and / or Commercial and / or SME and / or Agriculture financing either on the business side or in risk management in a Commercial Bank</li> </ul>
	<b>Other Skills / Expertise / Knowledge Required</b>	<ul style="list-style-type: none"> <li>Basic understanding of credit risk and lending products</li> <li>Knowledge of SBP Prudential Regulations</li> <li>Analytical and reporting skills</li> <li>Attention to detail and compliance orientation</li> <li>Proficient in MS Word, Excel, PowerPoint</li> <li>Good written and verbal communication skills</li> </ul>
	<b>Outline of Main Duties / Responsibilities</b>	<ul style="list-style-type: none"> <li>Assist in drafting, reviewing and updating credit policies, manuals and guidelines</li> <li>Support senior officers in policy interpretation and provide clarification to business units regarding credit policy matters</li> <li>Review credit proposals for policy compliance and highlight deviations, if any</li> <li>Maintain records of policy exceptions, approvals and related documentation</li> <li>Assist in preparing reports, presentations and MIS related to credit policy and portfolio trends</li> <li>Coordinate with Credit Risk, Compliance, Audit and Business Units for effective policy implementation</li> <li>Support policy reviews in response to regulatory changes or internal risk assessments</li> <li>To perform any other assignment as assigned by the supervisor(s)</li> </ul>
	<b>Place of Posting</b>	Karachi

<b>Assessment Test / Interview(s)</b>	Only shortlisted candidates strictly meeting the above-mentioned basic eligibility criteria will be invited for test and / or panel interview(s).
<b>Employment Type</b>	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](http://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.**