

“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:

01	Position / Job Title	Swift Administrator (OG-I / AVP)
	Reporting to	Unit Head - Systems Administration (Windows)
	Educational / Professional Qualification	• Minimum Graduation or equivalent from a local or international university / college / institute recognized by the HEC • Candidates having a Master’s degree and / or relevant certification(s) would be preferred
	Experience	• Minimum 04 years’ of experience in the field of IT, Out of which at least 02 years of experience in Swift / Systems Administration, preferably in bank(s)
	Other Skills / Expertise / Knowledge Required	• Ability to work within a cohesive, high-performing, and close-knit team • Passion to learn, grow, succeed, and be challenged • Excellent analytical, decision-making, problem-solving, team, and time management skills • Proficient in MS Office suite (Outlook, Excel, Word, and PowerPoint)
	Outline of Main Duties / Responsibilities	• To oversee the administration of all routine and specialized affairs, including the verification of SWIFT PKI, Distinguished Name, and ARG certifications to ensure they are in operational state • To update SWIFT messages syntax table on daily, weekly and monthly basis along with all back-ups and restoration of SWIFT application(s) with data retrieval, routing role and schemas • To create, modify, and remove operator definitions, profiles and units along with managing USE certificates, defining Logical Terminals (LTs) and installing Message Syntax Tables (MSTs) • To provide on-site technical support for Microsoft Windows Server infrastructure • To monitor Microsoft server performance, run routine server diagnostic tests and monitor systems' back-ups • To ensure administration and management of emission and reception profiles • To implement SWIFT facilities at new locations throughout Pakistan • To provide technical troubleshooting and support for Swift applications related issues • To liaise and coordinate with SWIFT and affiliated service partners • To deploy new releases / upgrade mandatory patches and new standards received from Swift from time to time on the Swift Servers, including Swift security patches on quarterly basis • To act as a Right Security Officer (RSO), for the configuration and management within SWIFT Alliance • To monitor / maintain the SWIFT network connectivity with network partners and coordinate with internal network team and service providers at all sites • To manage, install, update, monitor and troubleshoot Swift Alliance Access, ARG channel certificates, Personal Tokens, Alliance Web platform SE, SWIFT Net Connection as and when required on primary, back-up and DR systems • To integrate SWIFT System with Back-office applications • To manage user registrations and access rights as a Swift.com user administrator for the bank • To administer the SWIFT Net security of the institution as a SWIFT Net Security Officer • To configure and implement RMA Portal / Basic Tracker Portal and assign RBAC roles via

		o2m • To perform any other assignments as assigned by the supervisor(s)
	Place of Posting	Karachi / Islamabad

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.