"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	Associate – Governance & Audit Coordination (OG-II / OG-I)
	Reporting to	Department Head – Governance & Audit Coordination
	Educational / Professional Qualification	• Minimum Graduation or equivalent from a local or international university / college / institute recognized by the HEC • Candidates having a Bachelor's degree in IT, Computer Science, Business or Commerce and / or Master's degree and / or relevant certification(s) will be preferred
	Experience	• Minimum 03 years of experience in the field of IT Governance Coordination and / or IT Audit Coordination, preferably in bank(s)
	Other Skills / Expertise / Knowledge Required	• Sound knowledge of audit & compliance coordination • Strong understanding of audit processes, standards, and regulatory requirements • Excellent organizational and time management skills, with the ability to prioritize tasks effectively • Clear and concise communication skills, both written and verbal • Attention to details and a commitment to accuracy • Proficient in MS Office suite (Outlook, Excel, Word, and PowerPoint)
	Outline of Main Duties / Responsibilities	• To assist in planning, scheduling, and coordinating IT audit activities, both internal and external • To ensure clear and timely communication between IT auditors, internal teams, and relevant departments to facilitate efficient audit processes • To monitor the progress of IT audit activities, track audit issues, and ensure timely resolution and implementation of corrective actions • To organize and maintain audit documentation for review, compliance, and record-keeping purposes • To coordinate IT governance activities, including policy updates, compliance reviews, and regular reporting • To assist in implementing and monitoring IT governance frameworks to ensure alignment with corporate policies and regulatory requirements • To facilitate communication between the IT governance committee, senior management, and other stakeholders on governance matters • To support in identifying, assessing, and documenting potential IT-related risks and compliance issues • To support the development and ongoing monitoring of risk management strategies across IT and business functions • To ensure timely updates and reviews of internal controls and compliance measures to meet evolving regulatory standards • To maintain records of IT risk assessments, compliance audits, and governance activities for accurate and timely audit readiness • To prepare and distribute regular audit and governance reports to management and the board, summarize findings, risks, and recommend actions • To identify opportunities to improve the efficiency of audit and governance processes, promoting best practices • To collaborate with the IT audit and governance teams to implement workflow improvements and leverage automated tools for audit coordination and governance monitoring • To provide support in the preparation of presentations and reports for the audit committee,

		governance board, and senior management • To maintain, update, and monitor action logs for IT audits and governance to ensure timely completion and follow-up • To execute any other assignments as directed by the supervisor to support IT governance and audit functions
	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.

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.