

“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 **Audit and Inspection**.

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

03	Position / Job Title	Internal Auditor (AVP)
	<b>Reporting to</b>	Audit & Inspection Chief
	<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</li> <li>• Candidates having Master’s Degree / MBA (Finance) and / or any other relevant professional qualification or certifications such as CA Inter / recently qualified ACA / ACCA / CIA etc. will be preferred</li> </ul>
	<b>Experience</b>	<ul style="list-style-type: none"> <li>• Minimum 05 years of banking experience, out of which 03 years in Audit and / or Compliance and / or Operations and / or Risk and / or Finance and / or Business Governance function</li> </ul>
	<b>Other Skills / Expertise / Knowledge Required</b>	<ul style="list-style-type: none"> <li>• Well conversant with internal audit practices and relevant regulatory guidelines</li> <li>• Good understanding of business communication, presentation and analytical skills</li> <li>• Ability to work under timelines and pressure situations</li> <li>• Proficient in use of Microsoft Office and Visio, SAP and Core Banking Application</li> <li>• Ability to work in a fast paced and deadline driven environment with consistent and quality output</li> </ul>
	<b>Outline of Main Duties / Responsibilities</b>	<ul style="list-style-type: none"> <li>• To conduct / supervise Branch Audits and Regions Audits</li> <li>• To develop and update Risk Control Matrices (RCMs) of functions and their processes</li> <li>• To hold pre-audit meetings with the auditee management to plan the audit and gather pre-inspection data for preparation of Audit Planning Document</li> <li>• To perform testing procedures for each control to be tested and for lapses observed disclose in the internal audit report</li> <li>• To validate the rectification status of regulatory and internal audit findings</li> <li>• To follow-up and discuss Corrective Action Plan (CAP) with the management and process the CAP received</li> <li>• To validate implementation of internal and external quality assurance recommendations and SBP inspection and external auditor’s recommendations</li> <li>• To follow up with the regional management in coordination with LRs on periodical basis (fortnightly/monthly/quarterly) for submission of compliance and rectification of overdue exceptions. Ensure that all rectified exceptions/issues are closed in system by the branches and ROs</li> <li>• To perform validation of all closed Very High Risk and High Risk exceptions in branch audit reports and validation of issues in RO Audit Reports. Validation results and the validation results shall be updated as “Validated” or “Validation failed” in e-Audit. Documentation required to validate the corrective action is to be uploaded in e-Audit</li> <li>• To supervise effective management of internal audit MIS, back-office records and ensure the safekeeping of audit records</li> <li>• To supervise timely escalation of reportable / critical issues and their periodical follow-ups</li> <li>• To ensure that all related documents (working papers of field audit and back office) for audits are uploaded in e-Audit</li> </ul>

	<ul style="list-style-type: none"> <li>• To assist in review of draft and final audit reports and issue the same to the auditee management</li> <li>• To assist in preparation on periodical memos / progress report for Group Chief, BAC / BoD and other management committees</li> <li>• To perform any other assignment as assigned by the supervisor(s)</li> </ul>
<b>Place of Posting</b>	Karachi

<b>Assessment Interview(s)</b>	Only shortlisted candidates strictly meeting the above-mentioned basic eligibility criteria will be invited for 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 interview.

**National Bank of Pakistan is an equal opportunity employer and welcomes applications from all qualified individuals, regardless of gender, religion, or disability.**