



National Institute of Banking and Finance (NIBAF) Excellent Job Opportunities

National Institute of Banking and Finance (NIBAF), a subsidiary of State Bank of Pakistan, engaged in training and executive development, seeks to appoint qualified professionals as Subject Specialists in the field of Commercial Banking, Management and Rural Finance. The prime responsibility of the specialists will include managing academic / training activities according to the specifications of the State Bank of Pakistan and requirements of Financial Sector as a whole. Candidates possessing leadership potential and willingness to work in a challenging environment will be preferred. ***Qualified Women who meet the eligibility criteria for the post are especially encouraged to apply.***

The incumbents will report to Managing Director, NIBAF. All the positions are contractual and Islamabad based. The Contract shall be initially for a period of '2' years and renewable with mutual consent subject to successful completion of initial probationary period of '6' months.

Director Academics

The principal accountabilities broadly cover but are not limited to the following Key Result Areas:

- Provide innovative leadership, knowledgeable & capable patronage about the best practices for all aspects of training needs in the field of banking, economics & management with particular emphasis on teaching & academic programs having an effectiveness for central bankers in particular, financial corporate sector in general.
- To provide innovative leadership for all academic activities of the institute that include design, development and delivery of training programs with application of assessment tools, record and dissemination of results.
- To liaise with team leaders of economics, banking and management for domestic and international training programs to ensure that the same are updated with the latest developments in the financial sector.
- To provide guidance and monitor the methods and techniques of training.
- To design a system for perpetual review of institute's training methods and materials, suggest improvements to ensure that the training curricula and materials are of highest quality and meet the requirements of the financial sector with appropriate forms of delivery and assessment as required under objectives of different programs.

Experience: 10 years in educational planning and management, training, capacity building, coordination & assessment related to training activities including design, development, budgeting, costing, implementation and administration of academic programs in a large research/training or educational institution. Experience of work in a bank / financial institution will be preferred.

Age: Maximum 55 years on the last date of submission of application

Competencies: Excellent analytical, writing and interpersonal skills for interaction with a diversified constituency of administrators, faculty, staff, students, accreditation agencies and general public.

Team Leader – Banking

The principal accountabilities broadly cover but are not limited to the following Key Result Areas:

- To coordinate training activities relating to the field of Banking and Finance.
- To oversee the design, development and delivery of training programs with application of assessment tools, record and dissemination of results.
- To formulate new programs, objectives, methodology, assessment, budgeting and costing in order to achieve the goals and objectives of the organization.
- To suggest improvements to ensure that the training curricula and materials are of highest quality and standard.
- To ensure that training programs meet the requirements of the stakeholders with appropriate forms of delivery and assessment as required under objectives of different programs.

Experience

Operational: Functional and applied experience for about 15 years as an executive, with broad range of responsibilities in the field of banking & finance including retail, merchant, corporate and investment banking, Fund management, Treasury operations, Resource Management and Systems & Procedures.

Training Management: Experience of management of training involving design, development, budgeting and costing will be preferred.

Hands on Training: Executive or applied training imparted at a financial institution or a large Corporate entity within Pakistan or overseas or comparable experience for 6-8 years would be an added advantage.

Reputation: Field trainer, linked with training network, good interpersonal skills, excellent communication & adoptability. Training Handbooks, mimeographs and technical papers written/developed will be an added advantage.

Team leader - Management

The principal accountabilities broadly cover but are not limited to the following Key Result Areas:

- To coordinate training activities relating to the field of Management.
- To oversee the design, development and delivery of training programs with application of assessment tools, record and dissemination of results.
- To formulate new programs, objectives, methodology, assessment, budgeting and costing in order to achieve the goals and objectives of the organization.
- To suggest improvements to ensure that the training curricula & materials are of highest quality & standard.
- To ensure that training programs meet the requirements of the stakeholders with appropriate forms of delivery and assessment as required under objectives of different programs.

Experience

Operational: Functional and applied experience for about 15 years as a senior manager/ executive, with broad range of responsibilities and demonstrated leadership qualities.

Training Management: Training Management experience including coordination or supervision of training activities involving design, development, budgeting and costing of major training programs is desirable.

Hands on Training: Executive or applied training imparted at a financial institution or a large Corporate entity within Pakistan or overseas or comparable experience for 6-8 years would be an added advantage.

Reputation: Field trainer, linked with training network, good interpersonal skills, excellent communication & adoptability. Training Handbooks, mimeographs and technical papers written/developed will be an added advantage.

General Manager – Rural Finance Resource Centre

The principal accountabilities broadly cover but are not limited to the following Key Result Areas:

- To provide innovative leadership knowledgeable and capable patronage about the best practices for all aspects of training needs in the field of rural development and rural finance.
- To provide innovative leadership for all academic activities of the institute pertaining to rural development and rural finance that include design, development and delivery of training programs with application of assessment tools, record and dissemination of results.
- To update & review training materials on rural development & rural finance & managing resources of RFRC.
- To supervise the preparation of courses / training programs on rural development and rural finance.
- To arrange trainers and ensuring delivery of training programs / courses.
- To Guide and undertake research and analysis on issues in rural development and rural finance.
- To Liaison with domestic/foreign training centers to ensure that RFRC is updated with the latest developments in rural development and rural finance sector.

Experience: at least 10 years of demonstrated experience in rural development and rural finance training or in a senior position with a MFI / MFB training institute or training division of a major commercial bank. Field experience of rural finance and rural development will be an asset.

Competencies

- Excellent team- working capabilities.
- Excellent communication skills with fluency in written and spoken English and Urdu, including excellent drafting and report writing skills.
- Experience in organizing workshops seminars/training courses at national and international levels will be an advantage.

Education

- a) Preferably PHD from a University of International repute for **Director Academics**.
- b) Master degree in the fields of Business / Public Administration, Economics, Commerce for the positions of **Team Leaders Banking & Management**.
- c) Master degree in the fields of Rural Development, Business / Public Administration, Finance Economics, Commerce, Sociology or other related fields with specialization in the field of rural development and finance for the position of **General Manager – Rural Finance Resources Centre**

Compensation Package

Salary is negotiable. Medical facility for self & family as admissible to other contractual employees of NIBAF

Application Procedure:

Interested Pakistani nationals meeting the above mentioned criteria with the zeal to work for a national premier institution may send their detailed resume and a recent photograph latest by December 24th, 2007 to the following address:

**Joint Director – Talent Management
Human Resources Department
State Bank of Pakistan
I.I. Chundrigar Road, Karachi-74000.**

Please mark the envelope with the position applied for. Only short listed candidates will be contacted.

Misinformation and any attempt to influence the selection process will be considered a definite disqualification for current as well as for all future recruitments in NIBAF and State Bank of Pakistan, even if the candidate is otherwise qualified.