



STATE BANK OF PAKISTAN SBP Banking Services Corporation

Recruitment of Executive Engineers (OG-3)

SBP Banking Services Corporation (SBP-BSC) was established in 2002 as a wholly owned subsidiary of State Bank of Pakistan. As an operational arm of State Bank, SBP-BSC operates through a network of 16 Field Offices across the country having its Head Office at Karachi. For further details, please visit our website www.sbp.org.pk. SBP-BSC invites applications from talented Pakistani/ AJK nationals possessing the requisite qualification and experience for the following positions:

Executive Engineer (Civil) *Principal responsibilities*

- Project management monitoring including coordination with stakeholders.
- Supervision of building projects and maintenance.
- Preparation and evaluation of bidding documents including technical specification, BOQ and estimation.
- Structural design of buildings and construction management.

Executive Engineer (Electrical) *Principal responsibilities*

- Installation, operation and maintenance of electrical equipments including escalators, lifts, generators, substations, telecommunication, security equipments and distribution systems etc.
- Designing and managing electrical work.
- Applying electrical engineering applications and practices.
- Managing electrical components and related cost estimates.
- Preparation and evaluation of bidding documents including technical specification, BOQ and estimation.

Executive Engineer (Mechanical) *Principal responsibilities*

- Installation, operation and maintenance of mechanical equipments including escalators, generators, pumps and HVAC etc.
- Designing and managing HVAC work.
- Applying mechanical engineering applications and practices.
- Managing mechanical components and related cost estimates.
- Preparation and evaluation of bidding documents including technical specification, BOQ and estimation.

Eligibility Criteria

Qualification: Bachelors degree in the relevant field of engineering obtained from HEC recognized institutions with valid Pakistan Engineering Council registration. Additional qualification i.e., Masters degree in the relevant field will be an added advantage.

Age: Maximum 40 years as on the last date of submission of applications to NTS.

Experience: The candidates must have a minimum of eight years relevant work experience with supervisory capabilities and demonstrated/ verifiable track record of smoothly running engineering related function in dynamic and comparable public/ private sector organizations. Preparation and analyzing of tender/ bidding documents in terms of PPRA guidelines will be an added advantage. Candidates having experience of building/ power management software will be preferred.

Competencies:

- Demonstrated teamwork and leadership skills.
- Ability to lead in an environment of change.
- Effective interpersonal and communication skills.
- Proficiency in MS Office & AutoCAD.

Written Test

The candidates meeting the above eligibility criteria are required to register themselves with National Testing Service (NTS) for appearing in the written test.

Registration with NTS

Interested eligible candidates shall register themselves with NTS as per following procedure:-

- Application form and deposit slip is available at NTS website www.nts.org.pk.
- Click on "On Line Registration Form". Read the instructions carefully and register yourself by creating "new user" and fill the on line registration form.
- Take printout of form along with fee deposit slip.
- Deposit test fee of Rs.800/- through deposit slip at any online branch of HBL, MCB, UBL or ABL.

- Send application form along with original NTS copy of deposit slip, CNIC and 2 passport size photographs at their mailing address “Manager Operations, NTS Headquarters, 96, St #4, Sector H-8/1, Islamabad” not later than September 20, 2013.
- NTS/SBP-BSC will not be responsible for late receipt of applications sent through post. Applications submitted in person will not be entertained. Applications sent directly to SBP-BSC in contravention of the prescribed procedure will not be entertained.
- The candidates will be sent their admit cards by NTS at their postal address to appear for the written test to be held on October 27, 2013 in the major cities of country.
- NTS will upload the result at its website as well as send the result card to the candidates after announcement of result.

Selection Procedure

The candidates who qualify the written test conducted by NTS shall be eligible to subsequently apply for the post of Executive Engineers (OG-3) at SBP-BSC. The candidates short listed on the basis of merit of written test will be invited for Interview before a Selection Board at SBP-BSC.

Compensation Package

The selected candidates will be offered market competitive salary, medical facility and other benefits as per Bank’s policy.

Place of Posting

The selected candidates will be required to work at Head Office of SBP-BSC at Karachi or at any of its 16 Field Offices across the country.

Application Procedure

After announcement of written test result by NTS, the eligible candidates who qualify NTS test may apply for the position of Executive Engineer (OG-3) at SBP-BSC. The application form will be available at the Bank’s website www.sbp.org.pk after announcement of NTS test result. Duly filled in application form along with result card issued by NTS, attested copies of all educational documents, experience certificates, Valid PEC Registration certificate, CNIC, domicile and 2 passport size photographs MUST reach the following address latest by November 22, 2013.

Director

Personnel Management Department
State Bank of Pakistan
SBP Banking Services Corporation, Head Office
I.I. Chundrigar Road, Karachi

Please mark the envelope with the position applied for.

Only short listed candidates will be contacted. Incomplete/ delayed applications will not be entertained.

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 the Bank, even if the candidate is otherwise qualified.