



STATE BANK OF PAKISTAN SBP Banking Services Corporation

Excellent Career Opportunity

Assistant Director (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 is engaged in managing currency and foreign exchange operations; providing banking services to the government, financial institutions and general public; conducting development finance activities; implementing export refinance scheme; performing agency functions like sale/purchase of prize bonds, prize money draws, national saving instruments schemes etc. SBP-BSC, having its Head Office at Karachi, operates through a network of 16 Field Offices across the country. For further details, please visit our website www.sbp.org.pk.

As part of ongoing organizational development/change management program and to strengthen its human resource base, SBP-BSC invites applications from talented Pakistani/AJK nationals to join it as Assistant Director (OG-3). The job provides excellent opportunities for the right candidates desirous of building a long term career in a dynamic organization.

Eligibility Criteria

Qualification

Masters or Bachelors Degree with 16 years of education in Business Administration/Economics/Finance/Commerce/IT related disciplines from universities/institutes recognized by HEC or from reputed foreign universities. The candidates having ACA, ACMA and ACCA qualification are also eligible to apply provided they have qualified all required papers/modules.

Age

Maximum 35 years as on the last date of submission of applications to National Testing Service (NTS). Employees of SBP and its subsidiaries, possessing requisite qualification and experience, are eligible to apply without upper age limit.

Experience

Candidates must have minimum seven years post-qualification experience of working in banking industry/financial institutions. They should also possess supervisory capability including a demonstrated track record of leading team(s) for achieving organizational objectives.

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 i.e. 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 the 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 3 passport size photographs to "[Manager Operations, NTS Headquarters, 96, St # 4, Sector H-8/1, Islamabad](#)" not later than **14-April-2014**.
- 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 addresses to appear for the purpose of written test to be held on **27-April-2014** in the major cities of country.
- NTS will upload the result at its website as well as send the marks sheets 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 Assistant Director (OG-3) at SBP-BSC. The candidates short listed on the basis of merit of written test and available number of vacancies will be invited for further evaluation including Interview before a Selection Board at SBP-BSC. Successful candidates will be selected in order of merit subject to the observance of quota as prescribed by the Government of Pakistan. **SBP-BSC reserves the right to suitably adjust the minimum qualifying marks to enhance the representation of candidates belonging to under developed areas in order to observe the quota as prescribed by Government of Pakistan.**

Training

The selected candidates will be imparted up to six weeks residential training at National Institute of Banking & Finance (NIBAF) - Islamabad.

Compensation Package

The selected candidates will be offered market competitive salary in the salary scale of OG-3. They will be further entitled to fringe benefits like medical facility, staff loans, telephone calls, gratuity & contributory provident fund as per Bank's rules.

Place of Posting

The selected candidates will be required to work in any department/division at Head Office of SBP-BSC at Karachi or at any of its 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 Assistant Director (OG-3) at SBP-BSC. The application form will be available at the Bank's website www.sbp.org.pk or can be obtained from SBP-BSC Field Offices across the country after announcement of NTS test results. Duly filled in application form along with result sheet issued by NTS, attested copies of all educational documents, experience certificates, CNIC, domicile and 3 passport size photographs MUST reach the following address latest by **2-June-2014**.

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.

Female candidates are encouraged to apply. 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.