



STATE BANK OF PAKISTAN SBP BANKING SERVICES CORPORATION

SBP Banking Services Corporation (SBP BSC), a wholly owned subsidiary of the State Bank of Pakistan, serves as its principal operational arm. Having Head Office at Karachi and 16 Field Offices across the country, SBP BSC plays an important role in supporting central bank's functions. To strengthen safety standards of SBP's properties from fire and other related hazards, SBP BSC is looking to appoint a professional and dedicated **Fire & Safety Officer** at its Head Office in Karachi.

RECRUITMENT OF FIRE & SAFETY OFFICER

Main Job Responsibilities:

- Act as principal advisor on fire & safety arrangements and all related matters pertaining to the fire safety of SBP and its Subsidiaries.
- Maintain Fire Protection Plan (FPP), which addresses fire prevention and exposure, including safety guidelines for the Bank's employees.
- Align the existing safety arrangements with ISO, NFPA and other related standards.
- Regularly inspect fire safety arrangements to confirm compliance with the Fire Protection Plan.
- Formulate, oversee and ensure effective implementation and monitoring of security policies and related directives. Continuously identify operational gaps and risk areas and recommend necessary revisions to policies and instructions.
- Develop and implement awareness programs for employees with respect to related policies and utilize best efforts to enforce them throughout the organization.
- Prepare technical specifications of quality safety and security equipment for induction in inventory.
- Supervise repair/replacement of parts/regular maintenance of Security Equipment and its follow up for proper upkeep. Monitor SLAs and periodic maintenance of safety/security equipment.
- Ensure incident reporting as per SBP incident reporting policy.

Eligibility Requirements:

The candidate must be a Pakistani/AJK national having following qualifications:

- Diploma in Mechanical/Electrical Engineering.
- At least 10 years' experience in equipment operation and maintenance, including testing fire suppression systems and managing fire detection. Familiarity with Pakistan's building codes, and sound knowledge of Fire Safety Provisions.
- Maximum 50 years of age as on the last date of submission of application.

Selection Procedure:

- The candidates will be shortlisted on the basis of eligibility criteria and quality/relevance of professional experience. The shortlisted candidates shall be required to appear for interview before the Selection Board. Selected candidate will undergo medical examination by Bank's Medical Officer and, if found medically fit, shall be offered appointment.

Compensation:

- Selected candidate will be offered market-based competitive salary and other benefits as admissible under the Bank's rules, commensurate with qualification and experience of the candidate.

Terms of Employment:

- This is a contractual position, initially offered for a period of two (02) years. The contract may be renewed based on satisfactory performance and organizational requirements.

Place of Posting:

- SBP BSC Head Office, Karachi

Application Procedure:

- Interested Pakistani/AJK nationals meeting above eligibility criteria may visit <https://career.sbp.org.pk/login> for submission of online application within 15 days of publication of this advertisement. For any queries, please contact Recruitment Team at careers.bsc@sbp.org.pk.

Note: Only shortlisted 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 the Bank, even if the candidate is otherwise qualified.

We are an Equal Opportunity Employer.

Females, Candidates from Minorities, Transgender persons, and persons with Disability are encouraged to apply