

Position: Officer Reporting
Division: Finance Division
Location: Head Office - Karachi

Graduate/ Postgraduate degree preferably MBA, M.Com with minimum 2-3 years related experience in a Commercial Bank or a Financial Institution with core job responsibility of Financial Reporting.

Main Duties & Responsibilities

- Submission of QRC reporting, half yearly reporting
- Preparation of related parties disclosure
- Assist in preparation of quarterly, half yearly and annual financial statements disclosures
- Assist in preparation of maturity profile of assets and liabilities.
- Assist in preparation of mismatch of interest rate sensitive assets and liabilities.
- Preparation and submission of regularity return to SBP of Liquidity position
- Detail of Related Parties Exposures and transactions
- Gross Value Added Performa as and when required by Ministry of Finance
- Rate of Return on Deposits
- Category wise Deposits (A-05).
- Liaison with external auditors