

Export-Import Bank of Pakistan ("EXIM Bank") is set up by the Government of Pakistan, as Pakistan's official Export Credit Agency, to support inter-alia the growth of exports and to undertake import substitution projects. EXIM Bank is looking for:

Job:

& Credit Operations

Qualification: Minimum Bachelor's degree (or equivalent) in Team Lead – Trade Financing relevant fields from a leading international university or a local one recognised by the Higher Education Commission (H.E.C.).

Department:

Operations

**Experience**: Minimum 6 years of relevant work experience in/with a bank/leading financial institution in Pakistan.

Job Location:

ISB. | LHR. | KHI.

## **Key Responsibilities:**

- Leading the planning, organising and execution of the bank's Credit Operations, Trade Related Financing activities including Export Refinance related activities, Disbursement, Collateral Management, Management, and other relevant tasks.
- Leading the dealings with authorised dealer(s) for monitoring trade transaction(s).
- Leading & ensuring proper account opening as per regulatory and legal requirements, A.M.L./K.Y.C., T.B.M.L., Ledgers Management, Safe Keeping, Customer Experience, and related M.I.S.
- Leading development and execution of controls and development of manual systems followed by migration to an automated system(s) during the transitional period.
- Leading coordination with other stakeholders and ensuring rectification of audit objections and ensuring non-recurrence by making Corrective Action Plans.
- Leading and supervising execution of all transactions, of vouchers preparation as signatory under supervision/liaison with Finance Group for proper recording of income and expenditures, bank's operations, timely recovery of mark ups, commissions, service charges, etc., while actively executing the role of a relevant stakeholder for operations in Core Banking and Operations System and its interfaces with other relevant IT systems.
- Executing any other duties as and when required by the Senior Management or Line Manager.

## Core Competence:

- Operations, Export Refinancing, Customer Experience, Trade Operations, knowledge of process flows.
- Implementation of relevant Banking Software/Module will be advantageous.

- Experience in issuance of Export Credit Insurance, its limit management & monitoring, buyer's limit drawing power management & monitoring, deferrals, exceptions, claim management, M.I.S., etc. will be an added advantage.
- Good knowledge of cross-border trade and trade finance.
- Ability to work independently and create goals and vision for delivery in ambiguous, difficult or new situations.
- Good computer literacy and inclination towards automation.
- Excellent team player and able to take up challenges.

**Communication:** Excellent written and oral communication skills.

 If you possess the credentials in seeking, we want to hear from you. Apply through https://njp.gov.pk (preferably)
 'OR'

send us your Curriculum Vitae(C.V.)/Resume accompanied by a compelling cover letter that demonstrates your ability to excel in this role and contributing to our groundbreaking initiative set to launch this July. Share your unique qualities & skills which make you a perfect fit for our pioneering team shaping the future of Pakistan's economic growth through international trade. For vacancies mentioning multiple locations please include your preferred location in the cover letter.

Mailing address: Head H.R., Export-Import Bank of Pakistan, 5th Floor, Evacuee Trust Complex, Agha Khan Road, F-5/1, Islamabad.

- Deadline for the applications submission is <u>28<sup>th</sup> of September</u>, <u>2023</u>.
- EXIM Bank reserves the right to reject any/all application(s) without assigning any reason whatsoever.
- EXIM Bank reserves the right to relocate employees from time to time.
- EXIM Bank reserves the right to consider your application for any position in this
  advertisement, in addition to the one applied for, as it deems fit and subject to
  eligibility.
- Females and differently-abled persons meeting the mentioned qualifications & experience are encouraged to apply.
- Only candidates shortlisted for interviews will be contacted.