

POSTAL LIFE INSURANCE COMPANY LIMITED

(Wholly owned by Federal Government of Pakistan)

**CAREER OPPORTUNITIES**

Postal Life Insurance Company Limited (PLICL) is incorporated with SECP as a Public Limited under Companies Act,2017 and licensed Insurance Company under Insurance Ordinance, 2000.

Postal Life Insurance Company Limited (PLICL) is a key player in the life insurance business offering its services to the general public through a vast network all over Pakistan.

The Company is seeking dynamic and result oriented professionals to fill up the following positions: -

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| **S.#** | **Position Title** | **No. of Posts** | **Max. Age** | **Minimum Qualification Requirement** | **Minimum Experience Requirement** | **Location** |
| 1 | **Chief Investment Officer** | 1 | 45 | MBA/ACA/ACCA/ACMA. (CFA or FRM certifications are desirable but not mandatory) | 10 years or more professional experience of working with in an investment, finance or Treasury function of a Company, with at least 3 years at a Senior Management Level position. | Islamabad |
| 2 | **Chief Technology Officer** | 1 | 50 | The preferred qualification is master’s degree in Computer Science/MBA (MIS) or relevant B.E degree. Higher Qualification will be an advantage, as a special case, Graduation may be considered provides/he has exceptional experience and track record. | In case of candidate with preferred qualification, or equivalent/ higher degrees, experience requirement will be 10 years with at least 5 years in similar position preferably in an insurance company. In case of graduation, minimum experience required will be 15 years it has at least 5 years in a similar position preferably in an Insurance company. | Islamabad |
| 3 | **Company Secretary** | 1 | 50 | Should be a member of recognized body of professional accountants or a graduate from a recognized University along with being member of a recognized body of Corporate /Chartered Secretaries or a Lawyer. | Should have around 5 years’ experience of managing legal and Corporate Secretarial affaires in Public Sector company or 8 years in Financial Institution in the private sector and must have at least 3 years’ experience of being engaged in or employed in a public practice (Law/Audit/Accounting) firm, or in Managing financial or corporate affairs functions of a company. Experience of liaising with Government /Regulatory Bodies is essential. | Islamabad |
| 4 | **Head of Internal Audit** | 1 | 50 | Should be a member of recognized body of professional accountants (preferably CA). Certified Internal Auditor or certified Fraud Examiner or Certified Internal Control Auditor will also be considered provided He / She has relevant experience. | In case of candidate with preferred qualification required experience will be 10 years with at least 5 years in a similar Position in a medium to large Insurance company/financial institution. In case of a certified internal auditor or certified Fraud Examiner or Certified Internal Control Auditor minimum experience required will be 15 years with at least 5 years in a similar position in a medium to large insurance company/ financial institution. should have experience of Audit or Compliance function. | Islamabad |
| 5 | **Head of Sales** | 1 | 50 | 16 years education from HEC recognized university in Marketing, Human Resource, Administration, Finance or any other related field. Candidate with Higher qualification will be preferred. As a special case, graduate may be considered provided he/she has exceptional experience and have achieved a record of accomplishments and successful performance of his/her duties. | 15 years’ experience in sales & marketing out of which 10 years of managing life insurance sales team. | Islamabad |
| 6 | **Head of Operations** | 1 | 50 | 16 years education from HEC recognized university preferably Masters in the field of Business Administration, Finance, Commerce/ other related field. Candidate with Higher qualification will be preferred. As a special case, graduate may be considered provided he/she has exceptional experience and have achieved a record of accomplishments and successful performance of his/her duties. Certifications in insurance such as LOMA or any other related certifications will be preferred.  | 10 years in operations of life insurance/family takaful companies. The ideal candidate shall have strong knowledge of underwriting, claims, reinsurance, agency operations, and policyholder services.  | Islamabad |
| 7 | **Head of HR** | 1 | 50 | The preferred Qualification is MBA or Master's Degree in Human Resource, Business Administration, Higher relevant qualification will be an advantage. As special case, graduate may be considered provided s/he has exceptional experience and track record. | In case of candidates with preferred qualification, in equivalent/higher degrees, experience requirement will be minimum 10 years with at least 5 years in a similar position in a medium/large insurance company/financial institution. In case of graduates, Minimum experience required will be 20 years with at least 5 years in a similar position in a medium to large insurance or financial institution. Experience of managing a medium sized HR department is essential.  | Islamabad |
| 8 | **Assistant Finance Officer** | 1 | 30 | M.Com/MBA/B. Com/ BS Finance/Accounts | 1 Year in Similar Capacity preferably in Insurance/ Financial Institution | Islamabad |

Candidates meeting the above criteria may apply online by selecting the position on our website at <http://www.plic.com.pk/careers> or email at career@plic.com.pk.

Please mention Position Title in the email subject.

Last date for submission of application is **11th March, 2023**.

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| **WE ARE AN EQUAL OPPORTUNITY EMPLOYER. FEMALE CANDIDATES ARE ENCOURAGED TO APPLY.** |

 **(Human Resource Department)**

 **PLICL**

 **051-9291902**