

**Government of Pakistan**

Ministry of Communications

CAREER OPPORTUNITIES

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

In order to reinforce its management team, PLICL hereby invites applications from suitable candidates (Pakistan National) on merit to fill the vacant positions.

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| **S#** | **Position Title** | **No. of Posts** | **Age** | **Minimum Qualification Requirement** | **Minimum Experience Requirement**  | **Location** |
| 1 | **Manager Internal Audit (North)** | 1 | Up to 45 | Member of a recognized body of professional accountants or Master degree in Finance from HEC recognized University | 5 years’ internal audit experience preferably in insurance/ financial services industry. Understanding of IIA internal auditing standards, PPRA rules, SECP regulations are highly desirable.  | Lahore |
| 2 | **Manager****Internal Audit (South)** | 1 | Up to 45 | Member of a recognized body of professional accountants or Master degree in Finance from HEC recognized University | 5 years’ internal audit experience preferably in insurance/ financial services industry. Understanding of IIA internal auditing standards, PPRA rules, SECP regulations are highly desirable.  | Karachi |
| 3 | **Manager****Internal Audit (HQ)** | 1 | Up to 45 | Member of a recognized body of professional accountants or Master degree in Finance from HEC recognized University | 5 years’ internal audit experience preferably in insurance/ financial services industry. Understanding of IIA internal auditing standards, PPRA rules, SECP regulations are highly desirable.  | Islamabad |
| 4 | **Assistant Audit Manager - Team Lead** | 1 | Up to 45 | Partly qualified ACA/ACCA/ICMA or MBA/PM Graduate | At least 3 years of experience in financial institution. In-depth knowledge of regulatory framework of insurance/banking industry. | Lahore |
| 5 | **Assistant Audit Manager - Team Lead** | 1 | Up to 45 | Partly qualified ACA/ACCA/ICMA or MBA/ Graduate | At least 3 years of experience in financial institution. In-depth knowledge of regulatory framework of insurance/banking industry. | Karachi |
| 6 | **Audit Officer - Team Member** | 1 | Up to 28 | MBA/ Graduate | At least 1 year of experience in audit/accounting/ finance functions. | Islamabad |
| 7 | **Audit Officer - Team Member** | 1 | Up to 28 | MBA/ Graduate | At least 1 year of experience in audit/accounting/ finance functions. | Karachi |
| 8 | **Audit Officer - Team Member** | 2 | Up to 28 | MBA/ Graduate | At least 1 year of experience in audit/accounting/ finance functions. | Lahore |
| 9 | **Senior Manager Human Resource** | 1 | Max 55 | The preferred qualification is master’s degree in Finance/Accounts/Business Administration from HEC recognized university. 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 their duties. | In the case of candidates with preferred qualification, required experience will be 10 years with at least 5 years in a similar position preferably in Financial Institution. In case of graduates, minimum 15 years with at least 5 years in a similar position preferably in Financial Institution.  | Islamabad |
| 10 | **Assistant Human Resource (HR)** | 1 | Up to 28 | 16 years education from HEC recognized university in Human Resource, Administration. Project Management or any other related field. Candidate with Higher qualification will be preferred. | 02-05 years’ experience in Human Resource Management. | Islamabad |
| 11 | **Manager AML/CFT Compliance** | 1 | Up to 35 | ACA/ACCA/MBA-Fin (CA-Finalist with relevant experience will also be considered)  | 5 years of professional experience with 3 years or more experience in compliance or internal audit function of a financial institution. Experience of insurance sector will be preferable.  | Islamabad |
| 12 | **Assistant Directors (AD) Field-** | 3 | Up to 55 | Graduation from HEC recognized university/ institute. | 07 years of relevant Sales Experience within Life Insurance Sector out of which 3 years in a managerial position and leading sales team. Proven track record of achieving sales target.  | (Muzaffarabad, Gujranwala, Bahawalpur) |
| 13 | **Assistant Directors (AD) Field-** | 4 | Up to 55 | Graduation from HEC recognized university/ institute. | 07 years of relevant Sales Experience within Life Insurance Sector out of which 3 years in a managerial position and leading sales team. Proven track record of achieving sales target.  | Larkana, Kandkot, Mirpurkhas, Karachi |
| 14 | **Deputy Manager Compliance (AML/CFT)** | 1 | Up to 35 | Member of a recognized body of professional accountants or Graduate degree in Finance, Law or other related field from HEC recognized University. | At least 04 years of experience in financial institution. In-depth knowledge of developing AML/CFT framework and regulatory requirements relevant to insurance industry | Islamabad |
| 15 | **Manager Technology** | 1 | Up to 35 | BS CS/ MBA | 6 Years in a similar capacity in Financial Institution and or at least 2 years in Life Insurance Company. Proficiency in managing LAN/WAN infrastructure and data center technologies including Operating Systems, emails, enterprise servers, SAN solution and IT disaster recovery site(s). | Islamabad  |
| 16 | **Lead Information Security** | 1 | Up to 35 | BS CS, CISM/CISSP, CEH/OSCP | 3 Years in a similar capacity in Financial Institution / Bank | Lahore |
| 17 | **Database Administrator** | 1 | Up to 40 | Graduate, Certifications Oracle/ SQL | 10-12 Years in a similar capacity in Financial Institution /Bank. | Lahore |
| 18 | **Network Engineer** | 1 | Up to 30 | BS CS, CCNA,  | 2 Years in a similar capacity at ISP or Financial Institution | Islamabad |
| 19 | **Business Process Manager** | 1 | Up to 40 | MBA | Ten Years Life Insurance experience of system implementation  | Islamabad  |
| 20 | **Manager - Finance** | 1 | Up to 35 | CA Finalist / ACCA / ACMA / M. Com / MBA | 3 Years in Similar Capacity preferably in Insurance/ Financial Institution | Islamabad |
| 21 | **Assistant Accounts Officer** | 1 | Up to 30 | MBA/B.Com/ BS Finance/Accounts | 1 Year in Similar Capacity preferably in Insurance/ Financial Institution | Islamabad |
| 22 | **Manager Corporate Affairs** | 1 | Up to 40 | LLB/ACA/ACCA/MBA-Fin (CA-Finalist with relevant experience will also be considered) | 5 years of professional experience with 3 years or more experience in Secretarial or Legal or Compliance function of a financial institution or Public-sector company or a public limited company.  | Islamabad |
| 23 | **Assistant Manager -Reinsurance** | 1 | Up to 40 | Graduate degree from HEC recognized University. | 3 Years’ Experience in Life Insurance Operations including 1 year in Reinsurance Management, project Management Expertise in MS-Excel is must. Certification in Life Insurance will be preferred. | Islamabad |
| 24 | **Accounts Officer** | 3 | Up to 35 | Finalist of a recognized body of professional accountants or CA inter or Master degree in Finance, Business, Project Management or other related field from HEC recognized University. | 3 years accounts and finance department experience preferably in insurance/ financial services industry. Understanding of IFRS, PPRA rules, SECP regulations are highly desirable.  | KarachiPeshawarQuetta |
| 25 | **Assistant -Corporate affairs** | 1 | Up to 35 | Member of a recognized body of professional accountants or Graduate degree in Finance, Law or other related field from HEC recognized University | 3 years of experience in compliance/legal, internal audit, project management or similar experience preferably in insurance/ financial service industry.  | Islamabad |
| 26 | **Marketing Manager** | 1 | Up to 40 | Master/ MBA. | 5 years of experience in the in a similar role.  | Islamabad |
| 27 | **Deputy Manager -Regulatory Compliance** | 1 | Up to 35 | Member of a recognized body of professional accountant Graduate degree in Finance, Law or other related field from HEC recognized University. | At least 04 years of experience in financial institution. In-depth knowledge of regulatory framework of insurance industry. | Islamabad |
| 28 | **Assistant Manager Underwriting** | 1 | Up to 40  | Graduate degree from HEC recognized University. | 3 Years’ Experience in Life Insurance Underwriting and Operations. Knowledge of SECP regulations and requirements in relevant operations is must. Certification in Life Insurance will be preferred. | Islamabad |

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

Please mention Position Title in the email subject.

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

Last date for submission of application is **20th February 2023**.

 **Human Resource Department, PLICL 051-9192902**