****

**Government of Pakistan**

Ministry of Communications

(Wholly owned by the Government of Pakistan)

**CAREERS OPPORTUNITIES**

Postal Life Insurance Company Limited (PLICL) incorporated with SECP as a Public Limited under 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 following vacant positions:-

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Sl.#.** | **Position Title** | **No. of Posts** |  **Age** | **Minimum** **Qualification Requirement**  | **Minimum** **Experience Requirement**  | **Location** |
| 1 | **Head of Human Resources (HRs)** | 1 | Max 55 | The preferred qualification is master’s degree Master's Degree in Psychology or Human Resources / Finance / Accounts / Business Administration from HEC recognized university. MBA or 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 15 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 |
| 2 | **Senior Manager (Human Resources)** | 1 | Max 55 | The preferred qualification is master’s degree in Human Resources/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 |
| 3 | **Assistant Human Resource Officer**  | 1 | Max 35 | 16 years education from HEC recognized university preferably in Human Resource / Administration or project management / social sciences. Candidate with Higher qualification will be preferred. | At least 02 years’ experience in Human Resource Management. | Islamabad |

Candidates meeting the above criteria may apply online and send their application along with following documents, by selecting the position on our website at www.plic.com.pk/career or email at career@plic.com.pk.

Please mention Position Title in the email subject.

The last date of submission of application is **1st January, 2023.**

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

-Sd-

(Ata Hussain Shah)

Govt. Liaisons & Admn Officer