



## **The Karakorum Cooperative Bank Ltd (KCBL)**

### **CAREER OPPORTUNITIES**

**The Karakorum Cooperative Bank Ltd is seeking applications from highly skilled, dynamic, and experienced professionals for the following positions on contractual basis:**

#### **Chief Risk Officer**

##### **Position Summary**

Chief Risk Officer is responsible to safeguard bank's interest by developing risk management strategies and ensuring development and implementation of risk policies across the bank.

##### **Major Duties and Responsibilities**

- Develop risk policies for the bank in accordance with best market practices and ensure compliance with regulations by the SBP and timely communicate all policies to the stakeholders.
- Ensure that financing exposures related to business segments are as per bank's credit risk management policy and risk acceptance parameters.
- Review and approve portfolio limits ensuring their conformity with the approved risk appetite of the bank. Also analyze risks associated with new ventures and products to intimate the relevant personnel in time.
- Carry out enterprise risk management by analyzing credit portfolios and formulate response strategy to secure bank's business objectives.
- Monitor budgets coming in from various business segments within the bank in accordance with the established risk acceptance parameters.
- Stay abreast with new country policies related to business segments and gauge their impact on the industries to devise risk strategies accordingly.
- Plan to align risk policies with Islamic banking overtime as the bank transitions into the Islamic Banking model.
- Oversee the disbursement of non-funded facilities to the clients.
- Report any material exception to the Bank's Risk Management Policies & Risk Appetite to the top Management and Board's Risk Management Committee for appropriate corrective measures.

## **Required Education, Experience and Competencies**

- Master's degree preferably in accounting, business administration, or economics. Relevant Specialized Certification will be preferred.
- 10 to 15 years of banking experience in Risk Management function including 5 years on a senior level position.
- S/he should have strong leadership, interpersonal and communications skills along with highest level of integrity and work ethics.

## **Regulatory Compliance Officer**

### **Position Summary**

Regulatory Compliance Officer is responsible to strategize, develop, and implement compliance policies and framework within the bank while ensuring all policies and framework are aligned with regulatory requirements. Promote a compliance-oriented work culture to establish compliant practices at the base of bank-wide processes.

### **Major Duties and Responsibilities**

- Inculcate compliance culture within the bank to avoid penalties and risks related to non-compliance.
- Review and approve the policies drafted by the department in accordance with SBP regulations and ensure timely implementation of the same throughout the bank.
- Ensure compliance with SBP regulations, international standards, and other applicable policies by regulatory authorities.
- Present annual compliance plans, revised policies and annual reports to the Board of Directors.
- Identify compliance gaps and strategize policies to further strengthen controls.
- Establish capacity for authentication of card transactions to mitigate card frauds and enable an environment of fraud detection and vigilance.
- Ensure proper governance and administration in creating a central repository of the bank's policies and procedures.
- Assist external inspections, review inspection reports and timely dispose all queries received/raised by regulators or audit agencies.
- Review audit reports and take necessary steps to avoid repetition of irregularities and non-compliance.
- Identify and highlight critical high-risk areas within the compliance regime which require immediate actions to resolve.

- Manage all activities related to NAB, FIA and other government agencies and facilitate their investigations as and when required.
- Serve as the focal person to maintain working relations with SBP for all business and regulatory matters. Attend quarterly compliance forum meetings conducted by SBP.
- Participate actively in management meetings and provide advisory support on compliance issues.
- Provide and check into new products and services and ensure that all features are compliant with regulatory requirements.
- Design SOPs to automate the compliance procedures as well as the monitoring of key service indicators within the bank.
- Ensure effective compliance training programs are in place for the staff to improve business understanding of relevant laws and regulatory requirements.

### **Required Education, Experience and Competencies**

- Master's degree preferably in accounting, business administration, or economics. Relevant Specialized Certification will be preferred.
- 10 to 15 years of Banking experience in Regulatory Compliance Function including 5 years on a senior level position.
- S/he should have strong leadership, interpersonal and communications skills along with highest level of integrity and work ethics.

## **Financial Reporting Officer**

### **Position Summary**

Financial Reporting Officer is responsible for the accounting of business operations, production of periodic financial reports, maintenance of an adequate system of accounting records for the completeness and accuracy of financial reporting and quality performance of ICFR function to identify areas requiring improvement and suggesting set of controls to mitigate risk, enhance the accuracy of the company's reported financial results, and ensure that reported results comply with International Financial Reporting Standards those adopted by SECP and SBP.

### **Major Duties and Responsibilities**

- Monitor regulatory and other accounting developments, assess impact on the company, and make appropriate recommendations to the management.
- Supervise & Review recording and reporting (closing) of Business portfolios; both Branch & Branchless Banking Functions and Fixed Assets
- Supervise recording and reporting (closing) of other areas
- Design and Implement Standard Operating Procedures based on the developing needs of concerned areas
- Ensure Accuracy of Statutory, Regulatory & Group Reporting

- Asses & implement latest IFRSs updates
- Ensure provision of Improved Reporting to Leadership team, Group & other stakeholders within the Bank
- Liaison with external, internal & group auditor, credit rating agencies & SBP inspection team to cater their requirements and timely intention of deliverables
- Supervise ICFR activities and ensure timely communication with the relevant departments for recommendations for improvement.
- Formulate and recommend to management and drive implementation of SOX framework including scoping, planning and roll-out.
- Provide strong central oversight to guarantee consistency and quality in compliance work across all functions and geographies.
- Assess and communicate control performance status to management on a regular basis.

### **Required Education, Experience and Competencies**

- Preferably CA, CA Finalist and ACCA qualified.
- 05 to 10 years of experience in Financial Reporting.
- S/he should possess good leadership, interpersonal and communications skills along with highest level of integrity and work ethics.

## **Treasury/Investment Specialist**

### **Position Summary**

Treasury/Investment Specialist is responsible to lead the Cash & Treasury Management department in all areas including sales, operations, risk management, and servicing.

### **Major Duties and Responsibilities**

- Assist the Treasurer in minimization of the Bank's cost of funds (COF) and maximization of its return on investment.
- Maintain CRR on daily basis and Govt. securities portfolio for SLR.
- Assist the Treasurer in ADR management of the Bank.
- Manage all cash management functions including cash concentration, wires, account funding. Ensure adequate liquidity for working capital needs and invest short term excess cash.
- Manage inter-company cash, including inter-company lending, dividends, and capital injections.
- Lead and develop cash and treasury management sales strategy to increase market penetration and maximize revenue.

- Work closely with sales team to provide banking solutions to clients and prospects.
- Assist in defining and managing counter party limits based on institutional ratings and compliance with the regulatory requirements.
- Responsible for timely submission of treasury reports to Group Treasury and internal stakeholders.
- Responsible for preparation of ALCO pack, various analysis and for circulation of ALCO Minutes. Assisting the treasurer in performing analysis and any other assignments. Assist in preparing any action items assigned by ALCO.
- Ensure using the Treasury software and related technology. Support in management information reporting and further develop Treasury process.
- Assist in Internal Audit, SBP audit and other assigned tasks.
- Issuance of Guarantees & assist in equity registration.
- Produce various management and audit reports on clients.
- Responsible for compliance with the applicable laws, rules and regulations impacting cash management services.

### **Required Education, Experience and Competencies**

- Master's degree preferably in accounting, business administration, or economics. Relevant Specialized Certification will be preferred.
- 05 to 10 years of Banking experience in Treasury Function
- S/he should possess good leadership, interpersonal and communications skills along with highest level of integrity and work ethics.
- Good IT Skills. Possess good working knowledge and expertise in Treasury Software.

### **Terms & Conditions**

- Salary negotiable
- GB Domicile preferred
- Bank's service rules & regulations apply

**Deadline: Jun 25, 2022**