

## POSTAL LIFE INSURANCE COMPANY LIMITED

(Wholly Owned by Government of Pakistan)

### CAREER OPPORTUNITIES

Postal Life Insurance Company Limited (PLIC) is incorporated with SECP as a Public Limited Company under the Companies Act, 2017 and registered as a life insurer under section 7(1) read with section 10(2) of the Insurance Ordinance, 2000. In order to reinforce its management team, PLIC hereby invites applications from suitable and qualified individuals on merit to fill up the following positions: -

S. No.	Designation	Qualification /Certification	Minimum Required Experience	Location	Age
1	Manager Information Technology	BS CS/ MBA/BBA (4 Years) and CCNA, CCNP, MCP, VCP	6 Years in a similar capacity in Financial Institution with preferably 2 years in a life Insurance Company.	Islamabad	Up to 35
2	Lead- Information Security	BS CS, CISM/CISSP, CEH/OSCP	3 Years in a similar capacity in a Financial Institution.	Lahore	Up to 35
3	Database Administrator	Graduate with Certifications in Oracle and SQL	8 Years in a similar capacity in a Financial Institution.	Lahore	Up to 40
4	Lead -Application Development	BS CS, MBA /BBA (4 Years) with MCSD Certification	5 Years in a similar capacity in a Financial Institution or software house.	Islamabad	Up to 40
5	Network Engineer	BS CS, CCNA and CCNP	2 Years in a similar capacity with ISP or in a Financial Institution.	Islamabad	Up to 30
6	Business Process Manager	MBA/BBA (4 Years)	6 Years System Implementation Experience with 2 years in a Life Insurance Company.	Islamabad	Up to 40
7	Senior Manager Finance & Accounts	CA/CA Finalist	2 Years in similar capacity preferably in Insurance/ Financial Institution.	Islamabad	Up to 40
8	Manager – Finance	CA Finalist /ACCA /ACMA / M.Com /MBA/BBA (4 Years)	3 Years in similar capacity preferably in Insurance/ Financial Institution.	Islamabad	Up to 40
9	Manager - Accounts	CA Finalist /ACCA / ACMA / M.Com / MBA/BBA (4 Years)	3 Years in similar capacity preferably in Insurance/ Financial Institution.	Islamabad	Up to 40
10	Assistant Finance Officer	CA- Inter/ ACCA/M.Com/MBA /BBA (4 Years)	1 Year in similar capacity preferably in Insurance/ Financial Institution.	Islamabad	Up to 30
11	Assistant Accounts Officer	CA- Inter/ ACCA/M.Com/MBA /BBA (4 Years)	1 Year in similar capacity preferably in Insurance/ Financial Institution.	Islamabad	Up to 30
12	Manager- Internal Audit (Planning, Monitoring & Desktop Review)	ACA/ACCA/CIA/MBA/BBA (4 Years)	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	Up to 35

13	Manager- AML/CFT Compliance	ACA/ACCA/MBA-Fin/BBA (4 Years)/ (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	Up to 35 years
14	Manager- Corporate Affairs	LLB/ACA/ACCA/MBA-Fin/BBA (4 Years) (CA-Finalist with relevant experience will also be considered)	5 years of professional experience with 3 years or more experience in Corporate Secretarial or Legal or Compliance function of a financial institution or Public sector company or a public limited company.	Islamabad	Up to 40 Years
15	Regional Sales Manager (North)	Master/Graduate/ MBA/BBA (4 Years)	10 years' experience in core life insurance sales and marketing out of which 5 years of managing life insurance sales team.	Lahore	Up to 45
16	Regional Sales Manager (South)	Master/Graduate/MBA/BBA (4 Years)	10 years' experience in core life insurance sales and marketing out of which 5 years of managing life insurance sales team.	Karachi	Up to 45
17	Training Manager-Sales	Master/Graduate/MBA/BBA (4 Years)	10 years' experience of working as training manager in a life Insurance Company with minimum 5 years as a classroom setup trainer.	Lahore	Up to 45
18	Marketing Manager	MBA (Marketing)/BBA (4 Years)	5 years' experience of working in a marketing & advertising department of a large organization with core responsibilities of brand building, launching advertising campaigns, PR and social media marketing.	Islamabad	Up to 40

Candidates meeting the above criteria may send their applications along with the following documents through email to [career@plic.com.pk](mailto:career@plic.com.pk) (clearly mention the position in the subject of email) or in a sealed envelope clearly marking the position applied for via registered post / courier at the address given below;

- a. Resume stating thereon the educational /professional qualifications, past and present experience and most recent drawn salary.
- b. Copies of all educational /professional qualifications (degrees, transcripts, marks sheets etc.), CNIC and a recent photograph.
- c. Evidence of past and present experience; and
- d. Any other document which the candidate deems appropriate for consideration of the management of PLIC.

We are an equal opportunity employer and all decision are based on merit. All the above positions will be on contract basis as per the terms which will be given in the offer letter. Applications along with relevant documents should reach the below mentioned address/email till April 05, 2021, during the office hours (09:00 am to 05:00 pm). Incomplete applications or the applications received after the expiry of the timeframe given herein for submission of applications shall not be taken into consideration. PLIC reserves the right to shortlist, and or reject any or all applications against the above listed positions. Any Candidate who directly or indirectly makes an attempt to influence the recruitment & selection process shall be disqualified.

**(FAHAD ALAM)**

COMPANY SECRETARY

Head Office: 2<sup>nd</sup> Floor, ECO Postal Staff College, G-8/4, Islamabad.