

NATIONAL DISASTER RISK MANAGEMENT FUND

CAREER OPPORTUNITIES

National Disaster Risk Management Fund (NDRMF), a company set up under Section 42 of the Companies Ordinance, 1984 by the Government of Pakistan, to reduce the socio-economic and fiscal susceptibility of the country to natural disasters by prioritizing and financing investments in disaster risk reduction, preparedness and disaster risk financing.

To fill the following Islamabad-based challenging positions, NDRMF is looking for talented, experienced and highly motivated professionals:

Chief Executive Officer

The Chief Executive Officer should possess (i) a Master's degree in management / engineering / finance / economics or closely related field (ii) at least 20-years of relevant work experience, or a comparable combination of education and work experience with 5-years at senior management level in the corporate/public sector (iii) knowledge of DRF/DRM and/or project implementation experience with large and operationally oriented international public/private organizations and/or financial organizations with a demonstrated track record of results on the ground (iv) demonstrated ability to work effectively in a team environment, especially with technical staff (v) good understanding of government processes; and (vi) proven leadership and communication skills.

Company Secretary

The Company Secretary should possess (i) a master degree in business administration / commerce / a law graduate from a university recognized by the Higher Education Commission, or membership of a recognized body of professional accountants, or membership of a recognized body of corporate / chartered secretaries; and (ii) at least 10-years of relevant experience.

Director (Financial Management Group) / Chief Financial Officer

The Chief Financial Officer should (i) be a qualified Chartered Accountant recognized by the Institute of Chartered Accountants of Pakistan or an equivalent degree from a recognized body of professional accountants (ii) have at least 10-years of relevant work experience with 5-years in senior management position in a corporate/public sector environment and (iii) have good understanding of financial management systems of public sector organizations and multilateral financial institutions.

Accounts Specialist

The Accounts Specialist should possess (i) a Bachelor's degree in business / commerce or a Bachelor's degree with SAS certification (master's degree will be an advantage) (ii) at least 15- years of accounting, auditing, and financial management experience in private or public sector and (iii) knowledge of financial management requirements of the multilateral financial institutions.

Remuneration, TORs & How to Apply?

- Salary will be competitive and commensurate with qualification and experience.
- The Terms of Reference are available at www.ead.gov.pk.
- Please submit your application along with detailed CV, photograph, address, email, phone number and copies of CNIC, educational & experience certificates (*in triplicate*) within **15-days** of the publication of this advertisement. The Government employees should apply through proper channel.

Saeed Chaudhry

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