

<b>Position/ Job Title</b>	<b>GM Project Management - CBA</b>
<b>Academic/ Professional Qualification</b>	<ul style="list-style-type: none"> <li>• Minimum Bachelor's Degree in relevant field from HEC recognized University/ Institute. Preference will be given to candidates having PMP/PRINCE2 certification.</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Minimum 15 years of experience managing projects, specifically Core Banking Systems in following business areas within financial services: <ul style="list-style-type: none"> <li>• Retail Banking</li> <li>• Banking Operations</li> <li>• Credit and Deposit Products</li> <li>• Islamic Banking</li> </ul> </li> </ul>
<b>Other Skills/ Expertise/ Knowledge Required:</b>	<ul style="list-style-type: none"> <li>• Comprehensive technical knowledge of banking solutions in multiple business areas.</li> <li>• A level of knowledge and understanding of business propositions and solutions.</li> <li>• Excellent verbal and written communication skills to technical and nontechnical audiences of various levels in the organization (e.g. executive, management, individual contributors).</li> <li>• Willingly shares relevant technical and/or industry knowledge and expertise to other resources.</li> <li>• Strong understanding of the requirement for project standards and documentation including timelines, status/risk/issue reporting and communication, exception reporting and project sign off.</li> <li>• Excellent analytical, decision-making, problem solving, team and time management skills.</li> </ul>
<b>Outline of Main Duties/ Responsibilities</b>	<ul style="list-style-type: none"> <li>• Manage the delivery and/or support of projects to meet business objectives/goals.</li> <li>• Create detailed customer project requirements, constraints, and assumptions with stakeholders in order to establish the Project deliverables.</li> <li>• Responsible to develop Work Breakdown Structure, Project Organization Chart, Communication plan, Risk Plan, Quality plan, Cost/Budget and Resource plans.</li> <li>• Ensure a common understanding by setting expectation in accordance with the Project Plan, in order to align the stakeholders and team members.</li> <li>• Manages the scope during the course of the project and collaboratively adjusts scope where necessary.</li> <li>• Responsible for identifying and resolving Project issues and risks, as well as appropriately and quickly escalating.</li> <li>• Ensures communication and transparency of project progress, financials, and risks/ issues to stakeholders and senior leaders.</li> <li>• Ensures adherence to standard project time reporting, quality practices, and audit compliance.</li> <li>• Analyzes current and new project management processes and procedures to identify the most efficient and inexpensive ways to complete projects to meet the business and stakeholder objectives.</li> </ul>

	<ul style="list-style-type: none"> <li>• Expert for products in the banking solutions with thorough knowledge of the product functionality, constraints, business process, value, customer profile and industry domain.</li> <li>• Develop the strategy to leverage and extend multiple banking solution to create new sources of growth and evolve the business model.</li> <li>• Monitors project health continuously and engages management as required if project health changes.</li> <li>• Ensure clear communication of all project requirements to protect members and department managers impacted by the development.</li> <li>• Ensure adherence to establish project change management processes and coordinate with all the stakeholders for successful implementation of projects.</li> <li>• Any job assigned by Immediate Supervisor.</li> </ul>
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The candidates should clearly mention their Name, Father's Name, Date of Birth, CNIC Number, Qualification with percentage / CGPA/ Division, Place of Domicile and complete Current Mailing/ Residential Address with Telephone Numbers Landline/ Mobile in their Resume/ Application. Applications received after deadline will not be considered in any case. No TA/DA will be admissible for test/ interview.

**CVs/Applications are to be sent on the following address latest by 22-03-2021.**

**The Divisional Head,  
Human Resource Management Division,  
Bank of Azad Jammu and Kashmir,  
Head Office, Bank Square, Chatter, Muzaffarabad AK  
05822-924247**