

1. JOB DETAILS

Job title:	Senior Analyst – International	Job grade:	Senior Manager
Reports to:	Head Financial Performance & Controls - International		
Department:	Finance International		
Location:	Karachi		

2. JOB PURPOSE

To implement process improvement in management reporting and consolidation process pertaining to assigned international locations and manage appropriate financial control structure for accurate and relevant data of the bank's international business to be available for use by the Bank's management.

3. KEY ACCOUNTABILITIES

Description
Review of financial statements <ul style="list-style-type: none"> Carry out review of statutory financial statements of locations and evaluate the need of improvement based on local and HOK requirements
Finance related policies <ul style="list-style-type: none"> Development of comprehensive finance policies on all international locations including standardization of policy templates for each location to ensure that all locations have their policies and in the same format / structure.
Peer bank analysis <ul style="list-style-type: none"> Carry out Peer bank analysis of all locations with brief commentary to have a deeper insight of the factors affecting location performance.
Compliance & Control <ul style="list-style-type: none"> Inculcate control culture within International Network and work in collaboration with Finance Controls unit to identify, assess and remediate control issues to have effective control environment throughout the network. Compile the list of audit/review observations identified by internal and external audit during their audit and make reports for the review of senior manager to ensure that effective monitoring. Keep track of remedial measures have been adopted to close the same on a timely basis.
Effective Communication <ul style="list-style-type: none"> Effective communication with international locations to provide them support on a timely basis and enhance communication with cross-functional teams to fulfill their requirements and provide the required deliverables on time.

4. QUALIFICATIONS AND EXPERIENCE

Minimum qualifications:

- Qualified Chartered Accountant

Minimum experience:

- 3-5 years of Banking experience required

5. JOB CONTEXT

- The efficiency of this position is financial critical for ensuring protection of bank's interests with respect to reporting of information to senior management
- Assist in arranging regular reviews with various locations
- Effectively manage the co-ordination with locations within multiple time zones and varied working days / weekends
- Work intelligently to maintain a database of all finance related issues of locations



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JOB DESCRIPTION

Nature of Job: Full time / Permanent

Deadline to apply: 8th January 2018

How to apply / Where to send CVs: Send CVs at madiha.rashid1@hbl.com