



## We Are Hiring

NADRA is seeking dynamic and experienced professionals for following positions:-

Position	Qualification	Maximum Age	Mandatory Requirements
<b>Chief Legal Officer</b>	Legal Qualification from HEC recognized University.	55 years	<ol style="list-style-type: none"> <li>Advocate of High Court.</li> <li>Qualified as a Barrister.</li> <li>Minimum 20 years' service experience.</li> <li>Strong background in corporate and commercial law.</li> <li>Proven ability to devise litigation strategies.</li> <li>Knowledge of legal issue related to Digital Technologies.</li> <li>Exposure of working with Government and Regulatory Authorities.</li> </ol>
<b>Director General (Internal Audit)</b>	Chartered Accountant (CA)	50 years	<ul style="list-style-type: none"> <li>Minimum 20 years of progressive experience in internal audit, financial management and risk assessment.</li> <li>Proven track record in leading audit teams and implementing best practices in internal audit functions.</li> <li>In-depth knowledge of regulatory requirements and compliance standards.</li> <li>Exceptional analytical and problem-solving skills to identify financial risks and recommend effective solutions.</li> </ul>
<b>Director Procurement</b>	16 years education in Business Administration, Management or Supply Chain Management from HEC recognized University	45 years	<ul style="list-style-type: none"> <li>Minimum 15 years' of relevant experience in a senior procurement management role.</li> <li>Ability to undertake large-scale, diversified and technology oriented procurement assignments.</li> <li>Well conversant with PPRA Rules and effective application in practice.</li> <li>Proven experience of contract drafting, negotiation and vendor management.</li> <li>In-depth knowledge of procurement best practices, market trends and regulatory frameworks.</li> <li>0. Familiarity with procurement software and technologies.</li> <li>1. Ability to analyze data and make informed, strategic decisions.</li> <li>2. Excellent leadership and communication skills.</li> </ul>

**Location:** Islamabad

### Terms & Conditions

- Selected candidate will be hired initially for contract period of 3 years (extendable if required).
- Management reserves the right to accept/reject any application without assigning any reason.
- Only shortlisted candidates will be called for interview.
- Candidate shall be disqualified if false information is provided.
- 5 years' relaxation in age is already included in above age limit.
- No TA/DA will be admissible.
- The deadline for applications is 24<sup>th</sup> December, 2023.
- For details of the job and to submit application, please visit <https://careers.nadra.gov.pk>

National Database Registration Authority

State Bank of Pakistan Shahr-e-Jamhuriat, Sector G-5/2, Islamabad

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