

JOB OPPORTUNITY

Relationship Manager – Corporate & Investment Banking – Karachi / SSC Lahore

We are hiring **Relationship Manager** (Assistant Manager / Manager – Corporate & Investment Banking Dept.) for our Head Office and Lahore Office. The ideal candidate must meet the following criteria

Required Qualification:

Minimum Bachelor's degree from a HEC recognized University/ institute. Candidates with a degree in banking / finance will be given preference

Experience:

Experience 1-3 years. Applicants with experience in Corporate and / or Investment Banking will be given priority

Main duties & Responsibilities:

- Conducting credit and investment activities, including analysis, project appraisal, and marketing
- Preparing credit approval memorandums as per company format
- Coordinating with team members across departments for internal approvals, monitoring, legal clearance, disbursements, and client needs (e.g., NOCs, queries)
- Monitoring portfolio in line with internal guidelines and SBP requirements, including insurance, security, legal documents, e-CIB, Form-29, financial covenants, timely bill generation, payments, and NOC issuance
- Assisting with SBP, external, and internal audits, as well as annual budget preparation
- Conducting research activities such as sector analysis, economic indicators, fiscal trends, policy updates, and legal framework changes
- Driving business development through marketing efforts and managing relationships with existing and potential clients to support business expansion and portfolio growth
- Performing credit and financial analysis, ensuring quality, data accuracy, and integrity in credit memorandums
- Collaborating with risk management and other departments for efficient credit approvals and client support
- Staying informed on market trends, laws, regulations, policies, and SOPs to ensure compliance
- Preparing internal and external correspondence, including call reports, letters, and memos
- Utilizing software for regular data input and maintenance
- Supporting internal, external, and regulatory audits

Attractive and market based remuneration package with fringe benefits will be offered commensurate with qualification, skills and experience.

Please send your CV at : careers@paklibya.com.pk