Terms of Reference

Position	Director/HOD (Data Science & Research Department)
Number of positions	01
Nature of Employment	Contractual (03 years) extendable based on organizational need and performance. The Commission may consider regularizing the position after three years, subject to meeting the prescribed criteria for this purpose.
Location	Islamabad
Duties and Responsibilities	• Define and execute the organization's data science vision and roadmap. • Provide strategic leadership for all data-driven initiatives, ensuring advanced analytics, machine learning, and AI are leveraged to deliver value. • Provide strategic insights and recommendations to the Commission based on data-driven analysis. • Lead SECP's research agenda, focusing on capital markets, non-bank financial institutions, insurance, corporate governance, fintech, and regulatory innovation. • Publish research findings, policy briefs, and reports to enhance SECP's knowledge base and stakeholder engagement. • Support evidence-based policymaking by preparing briefing notes, white papers, and consultation documents. • Ensure timely dissemination of research outputs to stakeholders, including government bodies, industry participants, and the public. • Promote innovation in research methodologies, including the use of big data, AI, and econometric modeling. • Oversee the creation of knowledge repositories and databases to support long-term institutional learning. • Develop the systemic risk management policies for effective implementation. • Conduct risk assessments of capital markets, corporate sector, insurance, non-banking financial institutions and give recommendations to manage risk. • Develop forecasting models and analytical tools to anticipate market trends and regulatory needs. • Support policy development by providing evidence-based recommendations on risk mitigation strategies. • Collaborate with regulators, industry stakeholders, and international bodies on systemic risk initiatives. • Maintain and enhance risk databases and analytical tools for ongoing monitoring.
Qualification	• PhD in Economics, Finance, Applied Mathematics, or a related discipline from an HEC-recognized institution.
Experience Criteria	• Candidates must demonstrate at least 15 years of progressively responsible experience (acquired after completion of a Master's/Bachelor's degree (equivalent to 16 years of education)) in fields related to data science, econometrics, applied mathematics, financial market research, project development, and risk management, including experience in senior leadership roles.
Age	• The maximum age should not exceed 50 years on the last date of submission of the application.

Functional/Technical Skills	• The ideal candidate must possess advanced technical expertise in quantitative and qualitative research methods, econometric modeling, and statistical analysis, with proficiency in tools such as R, Python, STATA, or SPSS. • Strong capabilities in financial market analysis, regulatory impact assessment, and policy research are essential, along with experience in managing large datasets and knowledge repositories. • Familiarity with emerging technologies such as artificial intelligence, blockchain, and big data analytics, and their application in financial regulation, will be highly valued. • The candidate should also demonstrate exceptional skills in report writing, data visualization, and presenting complex findings clearly to policymakers, industry stakeholders, and the public.
Soft Skills	• Must combine strong leadership, clear communication, and integrity with the ability to collaborate across regulators and stakeholders. The role demands critical thinking, adaptability, and sound judgment under pressure to translate complex insights into effective policy and safeguard financial stability.