



Securities and Exchange Commission of Pakistan

CAREER OPPORTUNITIES

The Securities and Exchange Commission of Pakistan (SECP), the apex regulator of Pakistan's Capital Markets and Corporate Sector, invites applications from high-calibre HR professionals with impeccable integrity and relevant experience in human resource management for the following Islamabad-based contractual positions in its Human Resource and Training Department:

Joint Director – 01 Position

Qualification	- Master's degree or Bachelor's degree (minimum 16 years of education) in Human Resource Management, Business Administration, Public Administration, Organizational Psychology, or a related discipline from an HEC-recognized university/institution. - Professional certifications such as SHRM-SCP, SPHRi, CIPD, or equivalent internationally recognized HR certifications shall be preferred.
Post-Qualification Experience	- Minimum ten (10) years of progressively responsible post-qualification experience covering major areas of Human Resource Management in professionally managed organizations. - Demonstrated experience in recruitment and selection, employee relations, performance management, learning and development, HR operations, policy implementation, and HR compliance. - Experience in regulatory bodies, financial sector organizations, public sector entities, multinational corporations, or other large and complex organizations shall be preferred.
Age Limit	The maximum age should not exceed 45 years as on the closing date for submission of applications.

Deputy Director – 01 Position

Qualification	- Master's degree or Bachelor's degree (minimum 16 years of education) in Finance, Accounting or a related discipline from an HEC-recognized university/institute; OR - Qualified CA/ACCA/ACMA
Post-Qualification Experience	- Minimum six (6) years of relevant post-qualification experience in compensation & benefits, payroll administration, HR operations, or a related human resources function, preferably in a reputable public sector organization, regulatory body, financial institution, or corporate organization. - Preference will be given to candidates with experience working with ERP/HRIS applications, such as Oracle, and advanced proficiency in Microsoft Excel and Power BI for data analysis and reporting. - In case of qualified Chartered Accountant, CA Articleship will be considered as part of requisite experience.
Age Limit	- The maximum age should not exceed 40 years as on the closing date for submission of applications. - Candidates, who have at least 3 years' experience working with a regulator, will be given age relaxation of 5 years.

- Appointments shall be made on a contractual basis for a term of three (3) years, extendable based on organizational need and performance. The Commission may consider regularization of these positions after completion of three years, subject to fulfilment of the criteria prescribed for this purpose.
- Applications are encouraged from female candidates, minorities, persons with different abilities, and candidates from Balochistan, Ex-FATA districts, Gilgit-Baltistan, and Azad Jammu & Kashmir (AJK).
- Only shortlisted candidates will be contacted for further assessment.
- Selection will be based on a multi-stage evaluation process.
- SECP reserves the right to cancel the recruitment and selection process at any stage.
- For detailed TORs and to apply, please visit: <https://www.secp.gov.pk/careers/>
- Applications must be submitted within fifteen (15) days of publication of the advertisement.
- Late applications will not be considered.

Deputy Director – HR&TD

For any queries, please contact: +92 51 919 5444