

Position Title: Financial Analyst

Job Description:

- i. Position Title: Financial Analyst
- ii. SPPS: IV
- iii. Pay Fixed 0.5 Million per Month
- iv. Type: Contractual
- v. Duration: Two years and extendable for further 2 years on result- based performance
- vi. Ministry/Division: Ministry of Industries and Production
- vii. Location: Islamabad

Key Responsibilities:

- I. Conduct meticulous analysis of financial data to discern trends, patterns, and anomalies, providing valuable insights to inform strategic decision-making processes.
- II. Prepare comprehensive financial reports, presenting finding with clarity and precision to senior management and stakeholders.
- III. Collaborate with cross functional teams to develop accurate and robust annual budgets and long term financial forecasts ensuring alignment with ministerial objectives and priorities.
- IV. Monitor budget performance identify variances and recommend adjustments to optimize resource allocation and achieve financial targets.
- V. Conduct thorough evaluation of potential investment opportunities meticulously assessing risk returns, and feasibility.
- VI. Provide well founded recommendation on investment decision supported by detail financial analysis and risk assessment.
- VII. Develop strategic financial; plans aligned with the MoIP's mission and vision incorporating innovative approaches to enhance financial sustainability and resilience.
- VIII. Identify opportunities for cost optimization, revenue enhancement and efficiency improvement to drive organizational growth and success.
- IX. Ensure compliance with applied financial regulation, accounting standards and internal policies and procedures, mitigating risk and upholding integrity.
- X. Monitor regulatory change and industry development advising on necessary adjustments to maintain compliance and mitigate emerging risks.

- XI. Cultivate and maintain relationships with internal external stakeholders, providing timely and accurate financial information and fostering trust and transparency
- XII. Collaborate effectively with colleagues and partner's leveraging financial expertise to support cross- function initiative and achieve organizational objectives.