



DIRECTORATE OF INDUSTRIAL LIAISON

NED University of Engineering & Technology

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'SAY NO TO CORRUPTION'

26-03-2026

DEPUTY MANAGER / ASSISTANT MANAGER CONTINUOUS PROFESSIONAL DEVELOPMENT (KARACHI)

Key Responsibilities:

- Responsible for creating strategic plans for the initiatives of Professional Accountants in Business (PAIB) Committee.
- Develop new opportunities and avenues for advocacy of PAIB especially for professional development programs.
- Curate effective visual presentations, work closely with the designer and marketing department for content management and/or social media engagement with a focus on output achieved.
- Ensuring timely delivery and quality output in all initiatives and that the operations are carried out timely with supervision.

Required Qualification, Experience and Skills:

- Master's Degree with 3 - 5 years of relevant working experience OR a Bachelor's Degree in Business Administration / Management Sciences / Marketing and Communications or a relevant field from HEC-recognized University with 4 - 6 years of relevant working experience.
- Possess at least 02 years of working experience in managing operations, logistics and co-ordinations related to large scale events with accurate data and record management.
- Must have proficiency in MS Office and the ideal candidate should be proactive and enthusiastic.

Shortlisted candidates will undergo ICAP's selection process. The position offers market-competitive remuneration package depending on the candidate's profile, along with benefits and a professional working environment. Please note that the employee retirement age at ICAP is 60 years.

Eligible candidates may apply by sending their resumes via email to hrd@icap.org.pk by **March 31, 2026**.

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