



PAKISTAN SECURITY PRINTING CORPORATION (PVT) LIMITED.

Wholly owned subsidiary of State Bank of Pakistan

Pakistan Security Corporation (Pvt.) Limited, PSPC is a wholly owned subsidiary of State Bank of Pakistan registered under Companies Ordinance 1984. It is engaged in printing of banknotes and prize bonds. The Corporation is looking for dynamic, high caliber, experienced professionals to further strengthen its day-to-day operations to achieve its desired goals.

Applications from high potential candidates possessing requisite qualification and experience are invited to fill up the position of General Manager – Production. The appointment will be made for 3 years' contract basis, which is further extendable subject to performance and in light of PSPC policies and service rules.

General Manager – Production:

The incumbent is required to demonstrate strong leadership traits, management skills, out of the box thinking, decision-making skills and exceptional interpersonal & communication skills. He / she will be responsible to organize and control all production within the factory to achieve all output targets in terms of quantity, quality, wastage, unit cost, and in accordance with health, safety, and hygiene standards.

The incumbent is responsible to oversee production planning, scheduling, and plant operations required to complete the annual target. The incumbent is required to provide recommendations on process / product design, capabilities assessment, and other capacity related initiatives. In addition, the incumbent is responsible to identify lead-lag process relationships, machine capacities and efficiencies, known bottlenecks, and constraints peculiar to the production facility.

Job Description:

1. Prepare the Master Plan of Production Division.
2. Organize all production operations to ensure the output and quality targets are achieved.
3. Plan and coordinate the operations around the annual target in terms of raw material, manpower, materials, maintenance, and other overheads.
4. Develop departmental budgets and carry out cost budget analysis as well as monitor spending levels by individual sections to prevent budget over-runs.
5. Develop, monitor and control the production budget to ensure the all-financial and business objectives are met.
6. Develop, monitor and implement short and long term plans to ensure the factory has the necessary resources to meet business objectives.
7. Develop and monitor all necessary procedures to ensure the continued efficient operation and supply of services.
8. Develop all necessary policies and procedures to ensure the plan and equipment is effectively maintained to ensure maximum production efficiency.
9. Direct and control subordinates to ensure that they are motivated, trained, and developed, and carry out their responsibilities to the required standards and in accordance with, safety, and hygiene standards.
10. Develop and maintain good working relationships with customers and suppliers.
11. Monitor and resolve complaints and queries raised by the customer in a timely manner.
12. Coordinate with internal and external stakeholders pertaining to deviation and abnormalities that may arise.

13. Diagnose the behaviors of critical machines/processes and provide recommendations to improve the operations.
14. Enquire into instances of abnormal wastages, identify root causes, and rectify the problem, as and when required.
15. Review, evaluate, approve, and monitor results of special projects designed to improve production processes, enhance quality, and reduce wastages.

Core Skills:

1. Proven leadership and management skills with the ability to optimize team performance and development in a technical environment
2. Out of the box thinking, strong decision making skills and exceptional communication, interpersonal and influencing skills
3. Technically sharp having strong familiarity with the application of modern techniques/technologies and management practices

Eligibility Criteria:

Qualification: Master's Degree in Engineering (preferably in Mechanical/Electronics/Electrical/Industrial Manufacturing) from reputed university recognized by HEC with a valid Pakistan Engineering Council registration. In case the degree is obtained from a foreign university, the short listed candidates shall be required to submit the equivalence certificate from Higher Education Commission (HEC) at the time of interview.

Experience: At least 15 years of relevant post-qualification experience in a manufacturing organization with minimum 8 years' experience as Head of Production in any reputable production industry of similar nature consisting of 700 to 1000 employees. Candidates having sound knowledge of the print production, finishing processes of both digitally and conventionally printed products, latest design, and print related technologies will be preferred.

Age: Maximum 48 years as on the last date of submission of application.

Compensation:

Market competitive compensation package will be offered in line with the Corporation's policies.

Application Procedure:

Interested candidates meeting the above-mentioned eligibility criteria may send their detailed CV's to "Director Human Resource, Pakistan Security Printing Corporation, Head Office, Jinnah Avenue, Malir Halt, Karachi – 75100, Phone: 021-99248511-15". Only shortlisted candidates will be contacted who shall be invited for interview before Selection Board.

Application Deadline:

Applications must reach the above-mentioned address within 15 days from the publication of this advertisement.

Misinformation and any attempt to influence the selection process will be considered a definite disqualification for current as well as for all future recruitments in the Corporation, even if the candidate is otherwise qualified.