



Sui Southern Gas Company Limited

EMPLOYMENT OPPORTUNITY

Sui Southern Gas Company Limited, Pakistan's leading Public Sector Utility Company is looking to fill the following specialized position with qualified, experienced and dynamic professional who can add value to the Organization's progress:

Position	Minimum Qualification and Experience	Job Summary
Board Secretariat		
Deputy General Manager / Assistant Company Secretary (Job Code 8580-01)	CA / ACMA with at least 9 years of post-membership experience including 3 years relevant experience of Company / Board Secretariat of a listed SOE / large listed company. Or MBA with at least 11 years of experience, including 5 years relevant experience of Company / Board Secretariat of a listed SOE / large listed company. Candidates must have hands-on experience and full command on State-Owned Enterprises Act, 2023 and SOEs Policy, Companies Act, 2017, Listed Companies (Code of Corporate Governance) Regulations, 2019, PSX Rulebook, Securities Act, 2015, CDC Regulations, Correspondence Manual for Listed Companies by PSX and other applicable laws.	The position of Assistant Company Secretary exists for the purpose of ensuring that Board procedures are followed, and that all applicable laws, rules and regulations and other relevant statements of best practice are complied with. The position assists the Company Secretary in following up on the implementation of the Board decisions through effective recording, communication and follow-up with relevant stakeholders, and progress reporting. The position is also responsible to ensure compliance with the applicable corporate laws, statutory requirements and other prevailing laws. In addition, the position holder is involved in publication and circulation of the Company's quarterly and annual accounts and reports.

Notes

- Qualifications must be from an HEC-recognized university.
- Interested candidates are encouraged to visit SSGC's official website <https://www.ssgc.com.pk/careers/> for details / job description and to apply online within fifteen (15) days of the publication of the advertisement.
- For internal candidates, continuity of service shall be given as per Company's policy.
- Shortlisting and selection shall be merit-based only.
- The above position carries a market-competitive compensation package.
- SSGC is an equal opportunity employer and women are encouraged to apply.