

Operations & Governance Associate

Systems Limited • Karāchi, Sindh, Pakistan (On-site)

About the job

The Operations & Governance Associate is responsible for supporting the commercial, financial, and operational governance of the Core Banking vertical. The role works closely with Delivery, Finance, Sales, and Governance teams to ensure accurate and timely project reporting, commercial tracking, financial analysis, and forward-looking business insights. The position requires strong analytical skills, attention to detail, ownership, and the ability to coordinate effectively across multiple teams.

Responsibilities

- Assist in monthly commercial reporting activities and ensure projects remain commercially on track
- Support the preparation of commercial and financial summaries for governance, oversight, and leadership review
- Coordinate with Finance and internal teams to validate financial inputs, resolve discrepancies, and maintain reporting accuracy
- Liaise with Delivery teams to ensure project status reports, critical indicators, project plans, and commercial inputs are current and accurate
- Prepare forward-looking estimates and projections related to profitability, project viability, resource utilization, and operational performance
- Maintain trackers, dashboards, and working files used for reporting, governance, and management decision support
- Support profitability, viability, and resource utilization analysis for the Core Banking vertical
- Identify gaps, inconsistencies, trends, and potential risks in project-level commercial and operational information
- Prepare structured summaries, variance explanations, dashboards, and governance reports for management review
- Coordinate recurring reporting cycles, follow up with stakeholders, and ensure timely completion of reporting activities
- Contribute to improving reporting formats, dashboards, and commercial tracking processes
- Develop a strong understanding of Core Banking projects, delivery governance, project commercials, and business performance management

Requirements

- Bachelor's degree in Business Administration, Finance, Management, Technology Management, Operations, or a related discipline
- 2–3 years of relevant experience in commercial reporting, financial analysis, project coordination, business operations, or delivery governance
- Strong command of Microsoft Excel, including formulas, pivot tables, data consolidation, and structured reporting
- Strong analytical and numerical skills with excellent attention to detail
- Good understanding of financial and commercial reporting concepts
- Strong communication and coordination skills with the ability to work effectively with cross-functional teams
- Ability to independently follow up with stakeholders, manage recurring reporting cycles, and work within defined timelines
- Strong ownership mindset, professional attitude, and willingness to learn business and delivery processes
- Experience in banking, financial services, technology delivery, or project-based environments is preferred
- Exposure to commercial governance, project financials, profitability tracking, or resource planning will be an added advantage
- Familiarity with Power BI or other data visualization tools is preferred
- CFA Level 1 clearance or progress toward a finance-related certification will be an added advantage

- Understanding of core banking, digital banking, enterprise technology delivery, or software implementation projects will be preferred
- Experience preparing management summaries, dashboards, or leadership-facing reports will be an added advantage

To apply: <https://www.linkedin.com/jobs/view/4451502852/>