

AN EXCITING CAREER OPPORTUNITY TO EXCEL

The Institute of Chartered Accountants of Pakistan (ICAP), is established as an autonomous body under Chartered Accountants Ordinance, 1961 (the Ordinance). ICAP strives to promote professional excellence, provides best services to its stakeholders and safeguard the public interest.



DEPUTY / ASSISTANT MANAGER INVESTIGATION DEPARTMENT - KARACHI

The position will report to the Head of Investigation.

KEY RESPONSIBILITIES:

- Assist the Head of Investigation in matters related to investigation cases and functions of Investigation Committee of ICAP.
- Prepare the analysis of complaints, reports of the Investigation Committee and draft minutes of the meeting & letters/notices in light of the applicable laws and regulations.
- Other day to day tasks assigned by the Head.

REQUIRED EDUCATION, EXPERIENCE AND SKILLS:

- The ideal candidate should hold a Certificate in Accounting & Finance from ICAP and must have completed mandatory training from an approved TO of ICAP OR holds a Master's degree in Finance/Accounts from HEC-recognized University with 2-3 years of working experience.
- Possess excellent communication, report writing and time management skills.

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

Eligible candidates may apply online using <http://career.icap.org.pk/> or send their resumes via email to hrd@icap.org.pk by December 28, 2025.