

Appointment of a Consultant (Legal)

Trade Development Authority of Pakistan (TDAP) is seeking to appoint a Consultant (Legal) on contract basis for a period of 2 years (Extendable), the Consultant (legal) will be responsible for:

- a) Handling legal cases filed by / or against TDAP, including cases of textile quotas, defunct CCI&E and service matters,
- b) Seeking nomination of Defence Counsel(s) to plead legal cases in the court of law and keep constant liaison with the Defence Counsel(s),
- c) Attending Courts of Law in and out side Karachi,
- d) Obtaining certified copies of the Court's orders/judgments,
- e) Filling of timely appeal before the next higher forum(s), where required,
- f) Legal vetting / reviewing internal documents/materials contracts / MOU's etc. to minimize Authority's legal exposure,
- g) Handling matters relating to textile quotas etc. pending with NAB and FIA,
- h) Keeping the Authority abreast with the applicable laws, rules and regulations, and
- i) Maintaining updated record of Legal Advisers.

The Ideal Candidate would be:

- **Domicile:** Merit
- **Age:** Max 50 years
- **Qualification:** L.L.M. Preferably from foreign university.
- **Experience:** Have a minimum relevant experience of 15 years, preferably in a large public sector or a multinational company.
- **Pay Package:** Rs.250,000 per month (fixed salary).
- **Place of posting:** TDAP, Karachi.
- **Required Skills:**
 - i. Ability to work independently with excellent oral and writing skills.
 - ii. Have excellent working knowledge of applicable laws, rules and regulations governing the public sector organizations.
 - iii. Proficiency in using MS Office, E-mail & Internet.

Instruction:

1. Applicants who are serving in a government organization should get NOC from their administrative department through proper channel.
2. Incumbents starting salary will be fix.
3. The authority reserves the right to accept/reject any application or postpone the process of recruitment without assigning any reason.
4. Copies of testimonials are not required to be attached. The original documents will be examined at the time of interview.

How to Apply?

1. Please download the Application Form and Deposit Slip from PTS Website: www.pts.org.pk.
2. Pay the prescribed test fee of amounting Pak Rupees 400/- in any of the country-wide online branches of HBL and UBL and fill up the Application form properly.
3. Please send the filled-up **Application Form** along with paid copy of the **PTS Deposit Slip** in original to **PTS Headquarter, 3rd Floor, Adeel Plaza, Fazl-e-Haq Road, Blue Area, Islamabad** before **2nd July 2019**.
4. PTS shall not be held responsible for late delivery of application forms through Post / courier services.
5. Application Form improperly filled-up, incomplete without paid copy of deposit slip, and submitted by hand will not be entertained.
6. Application received after **2nd July 2019**, will not be entertained & shall stand ineligible.
7. Only short listed candidates will be called for test/interview, as relevant.
8. No TA/DA will be admissible for interview.



For Further Information and Contact:

Ph: +92-51-2806090-91-92

Pakistan Testing Service

Adeel Plaza, 3rd Floor, Fazl-e-Haq Road, Blue Area, Islamabad

Web: www.pts.org.pk, UAN: 051-111-111-787