

# Appointment of Legal Team

Trade Development Authority of Pakistan (TDAP) is seeking to appoint Legal Team comprising of one (01) Consultant (Legal) to be posted in Head Office Karachi and three (03) Law Officer (i.e. one each to be posted in Karachi, Lahore and Islamabad) on contract basis for a period of 2 years (Extendable), the Legal Team will be responsible for:

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

## Required Qualification and Experience:

S.#.	Designation	No. of Post	Domicile	Place of Posting	Qualification & Age	Experience
01	Consultant (Legal) (Rs. 200,000 to 250,000/- per month)	01	Merit	Karachi	L.L.M. Age: 50 years (max)	Have a minimum 05 years relevant experience of law practice
02	Law Officer (Rs. 100,000/- per month)	03	Merit	Karachi ----01 Lahore ----01 Islamabad-01	L.L.B Age: 35 years (max)	Have a minimum 02 years relevant experience of law practice

## Required Skills:

- √ Ability to work independently with excellent oral and writing skills.
- √ Have excellent working knowledge of applicable laws, rules and regulations governing the public sector organizations.
- √ Proficiency in using MS Office, E-mail & Internet.

## Instruction:

- Applicants who are serving in a government organization should get NOC from their administrative department through proper channel.
- The candidates, who have applied earlier, must apply afresh under this advertisement.**

## How to Apply?

- Please download the Application form and Deposit Slip from PTS Website: [www.pts.org.pk](http://www.pts.org.pk).
- Pay the prescribed test fee in any of the country wide online branches of HBL and UBL and fill up the Application form properly.
- 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 **on or before 20th January 2020.**
- PTS shall not be held responsible for late delivery of application forms through Post / courier services.
- Application Forms improperly filled-up, incomplete without paid copy of deposit slip, and submitted by hand will not be entertained.
- Application Received after 20th January 2020, will not be entertained & shall stand ineligible.
- TDAP reserves right to cancel one or all posts at any stage, without giving any justification.
- Only short listed candidates will be called for test/interview.
- No TADA will be admissible for test/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](http://www.pts.org.pk), UAN: 051-111-111-787

**Deputy Director**  
(Establishment)

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