

## **DEPUTY LEGAL ADVISOR (CONSULTANT) – One Post**

Benazir Income Support Program (BISP) is seeking an experienced Legal Consultant with the following responsibilities:

- Represent BISP in all legal proceedings / litigation in the courts of law.
- Assist BISP management on all forums in legal matters whenever required.
- Be willing to travel throughout Pakistan for representation, if nature of the cases so warrant
- Any other work assigned by Secretary, BISP or DG HR.

## **REQUIRED QUALIFICATION AND EXPERIENCE:**

- a. LLB from HEC recognized University.
- b. Valid License to practice law in the lower courts and high courts of Pakistan with at least Nine (07) years of experience of specifically dealing with Civil, Criminal, Service matters, Rental, Contractual Services / Labour Laws cases, Recoveries and Tax related cases
- c. Enrollment as Advocate of Supreme Court of Pakistan will be considered as an additional qualification.
- d. Knowledge of practice related to Human Resources / contract.
- e. Fluent in English and Urdu language with strong interpersonal and communication skills.
- f. Able to handle complex legal issues.
- g. Commitment to professionalism, discipline and integrity.
- h. Ability to meet the deadlines.
- i. Have basic knowledge of electronic communication/IT.

## **DUTY STATION:**

The consultant would perform his or her services at BISP Head Office located in F-Block, Pak. Secretariat Islamabad.

## **DURATION OF THE CONTRACT:**

The consultant will remain engaged for one year (extendable on satisfactory performance) with three (03) month probation period which if not terminated will be construed continued for one year.

Interested candidates qualifying the above qualification and experience may apply by sending their updated CV through email on [dirpolicy.hr@bisp.gov.pk](mailto:dirpolicy.hr@bisp.gov.pk) upto **21<sup>st</sup> March 2019**. Only shortlisted candidates will be called for interview. No TA / DA will be admissible for interview. BISP is an equal opportunity employer and encourages female candidates to apply.

**Director HR (HQ & Policy)**  
Benazir Income Support Programme (BISP)  
F-Block, Pak. Secretariat, Islamabad.  
051-9246325