

**CAREER OPPORTUNITIES
FOR LEGAL PROFESSIONALS IN DIRECTORATE OF LEGAL AFFAIRS
PAKISTAN RAILWAYS**

Pakistan Railways has opportunities available for suitably qualified, experienced professionals to serve in Directorate of Legal Affairs of Pakistan Railways against the following posts on merit:

Legal Advisor (MP-III Scale) (One post)														
1.	Qualification:	<ul style="list-style-type: none">• Bachelor's Degree in Law (L.L.B). Preference will, however be given to candidates possessing higher qualifications in the field of Law.• The ability to analysis and present information or draft material from legal point of view, in a clear and logical manner as well as very good inter-personal and communication skills are necessity. Knowledge of laws that are pertinent to bulk of railway related litigation;• Computer literate and comfortable with programs such Microsoft Word, Excel, Spreadsheet and so forth;• Excellent verbal and written communication skills; analytical and problem- solving skills; ability to lead motivate and develop staff; a high level of administrative skills the ability to work with discretion; systematic working style.												
2.	Experience:	<table border="1" style="width: 100%;"><tr><td style="width: 5%; text-align: center;">i)</td><td>Practicing Advocate having Post qualification experience of Eight years including at least Six years as an Advocate of the High Court.</td></tr><tr><td colspan="2" style="text-align: center;">OR</td></tr><tr><td style="text-align: center;">ii)</td><td>Candidate having experience of service in a similar post/government department including Railway shall be given preference.</td></tr><tr><td style="text-align: center;">iii)</td><td>Candidate having variety of experience in the fields of Corporate, Civil Law, Criminal Law, Labour Law, Service Law and Taxation shall be preferred.</td></tr><tr><td style="text-align: center;">iv)</td><td>Communication skills in contract negotiations.</td></tr><tr><td style="text-align: center;">v)</td><td>Experience of vetting legal documents and contracts.</td></tr></table>	i)	Practicing Advocate having Post qualification experience of Eight years including at least Six years as an Advocate of the High Court.	OR		ii)	Candidate having experience of service in a similar post/government department including Railway shall be given preference.	iii)	Candidate having variety of experience in the fields of Corporate, Civil Law, Criminal Law, Labour Law, Service Law and Taxation shall be preferred.	iv)	Communication skills in contract negotiations.	v)	Experience of vetting legal documents and contracts.
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3.	Functions:	<table border="1" style="width: 100%;"><tr><td style="width: 5%; text-align: center;">a)</td><td>To watch legal work in the courts of law.</td></tr><tr><td style="text-align: center;">b)</td><td>To attend courts of law when needed in the best interest of department.</td></tr><tr><td style="text-align: center;">c)</td><td>To offer legal opinion in all legal matters and court cases.</td></tr></table>	a)	To watch legal work in the courts of law.	b)	To attend courts of law when needed in the best interest of department.	c)	To offer legal opinion in all legal matters and court cases.						
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4.	Salary and Perks (Management Position-III Scale)													
a.	Scale of Pay	Rs. 77000-11000-110000												
b.	Accommodation	Up to a rental ceiling of Rs. 33000/- per month												
c.	Utilities Bills (5% of Pay)	Rs. 3850/- per month.												

d.	Leave	The incumbent shall earn leave on full pay @3 days per month for the period of duty. The leave shall be availed during the currency of contract period. Title to leave shall expire on expiry of contract. If given a fresh contract the period of earned leave available in respect of the previous contract shall not be carried forward
e.	Transport	As per monetization of transport facilities policy MP-III Rs. 65,060/- per month
f.	Medical Facility	Reimbursement of medical and hospitalization charges for self, spouse and children for treatment received at Government or Government recognized Institution in Pakistan.
g.	TA/DA on domestic official tour	As admissible to the civil servants of the BPS-20.
h.	TA/DA on official duty abroad	As admissible to civil servants in Category-II.
i.	Gratuity	One month's basic pay for each completed year of service
5. CONTRACT PERIOD:		
i)	Period of Contract	Two years
ii)	Termination of Contract	On one month's notice on either side or payment of one month's basic pay in lieu thereof.
Legal Consultant (MP-III Scale) (three posts)		
1.	Qualification:	<ul style="list-style-type: none"> • Bachelor's Degree in Law (L.L.B). Preference will, however be given to candidates possessing higher qualifications in the field of Law. • The ability to analyse and present information or draft material from legal point of view, in a clear and logical manner as well as very good inter-personal and communication skills are necessity. Knowledge of laws that are pertinent to bulk of railway related litigation; • Computer literate and comfortable with programs such Microsoft Word, Excel, Spreadsheet and so forth; • Excellent verbal and written communication skills; analytical and problem- solving skills; ability to lead motivate and develop staff; a high level of administrative skills the ability to work with discretion; systematic working style.
2.	Experience:	i) Practicing Advocate having Post qualification experience of Six years including at least Four years as an Advocate of the High Court.
		OR
		ii) Candidate having experience of service in a similar post/government department including Railway shall be given preference.
		OR
iii)		Candidate having variety of experience in the fields of Corporate, Civil Law, Criminal Law, Labour Law, Service Law and Taxation shall be preferred.

		iv)	Communication skills in contract negotiations.
		v)	Experience of vetting legal documents and contracts.
3.	Functions:	a)	To keep a liaison with the Directorate of Legal Affairs, Lahore.
		b)	To entrust court cases to suitable RCLs with the consent of DS except those in which CEO or Secretary/ Chairman is party.
		c)	To entrust or withdraw court cases from RCLs with the prior approval of divisional authorities with consultation of Directorate of Legal Affairs.
		d)	To develop coordination between divisions and Headquarters through DSs in legal matters
		e)	To watch financial requirements of divisions, to recommend fee bills of RCLs according to policy.
		f)	To supervise subordinate staff (litigation) in divisions.
4.	Salary and Perks (Management Position-III)		
a.	Scale of Pay	Rs. 77000-11000-110000	
b.	Accommodation	Up to a rental ceiling of Rs. 33000/- per month	
c.	Utilities Bills (5% of Pay)	Rs. 3850/- per month.	
d.	Leave	The incumbent shall earn leave on full pay @3 days per month for the period of duty. The leave shall be availed during the currency of contract period. Title to leave shall expire on expiry of contract. If given a fresh contract the period of earned leave available in respect of the previous contract shall not be carried forward	
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i)	Period of Contract	Two years	
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Director General/Legal Affairs

Pakistan Railways
Headquarters Office,
Lahore.

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