

Advisor (Policy & Litigation) (MP-I) (One post)

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| 1. | Required Educational Qualification and Experience: | Foreign or Local LLM or Barrister-at-Law or Solicitor with at least ten (10) years' experience in legal and legislative matters in public or private sector. |
| 2. | Age Limit: | Maximum = 62 years. |
| 3. | Purpose of the Position: | <ul style="list-style-type: none">▪ Formulate policy and provide strategic support in the management of legal affairs of Pakistan Railways.▪ Partner with best available legal resources in the country to resolve legal disputes efficiently and effectively.▪ Responsible for providing value added legal support by ensuring uniformity of policy through an oversight and monitoring role in implementation of consistent and standardized strategies in litigation matters.▪ Review all policies strategies, laws and procedures in order to bring about legal and policy reforms |
| 4. | Eligibility Criteria: | <ul style="list-style-type: none">▪ Minimum standing of twenty-five years as a licensed practicing advocate of the High Court or a Retired High Court Judge.▪ Ability to guide on legal and regulatory matters, mitigate risk to Pakistan Railways brand and reputation.▪ Ability to optimize legal efficiency and effectiveness to best serve the business.▪ Skills in contract negotiations.▪ Ability to align legal and commercial strategies to enable value creation.▪ Experience of drafting, updating, and vetting legal documents and contracts.▪ Thorough understanding of the law of land including but not limited to Acts, Ordinances, Statutes enactments and regulations issued from time to time.▪ Understanding of government functioning.▪ Strong interpersonal, leadership and teambuilding capabilities.▪ Thorough knowledge of stakeholder management. |

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| | | <ul style="list-style-type: none"> ▪ Ability to provide capacity building support at different levels. ▪ Ability to analyze facts in clear & logical manner. |
| 5. | Job Description: | <p>1. Strategic role</p> <ul style="list-style-type: none"> ▪ Evaluate laws to ensure that Ministry of Railways is kept fully abreast to the challenges and impact of the current and prevalent laws through regular monitoring. ▪ Prepare legal policy with implementable strategy and realistic action plan having specific targets and key performance indicators (KPIs). ▪ Plan and lead the implementation of legal affairs policy/strategy by proactively engaging with all stakeholders within and outside Railways. <p>2. Advisory role</p> <ul style="list-style-type: none"> ▪ Provide interpretation and rendering advice on all legal issues, local and international contracts, agreement(s), claims etc. ▪ Furnish Legal opinions on matters pertaining to interpretation of statutes and agreements in addition to giving a carefully prepared SWOT analysis on various legal issues. ▪ Provide legal advice to the Ministry of Railways and Pakistan Railways on legal implications of various operations and decisions. ▪ Entrust court cases to empaneled Railways counsel on the basis of capability and past performance. ▪ Report to Chief Executive Officer/Senior General Manager on legal matter and to Ministry of Railways, on need basis. <p>3. Building Strategic Alliance</p> <ul style="list-style-type: none"> ▪ Liaise with the Divisional Superintendents, Principal Officers and other government departments related to legal matters of Pakistan Railways. ▪ Maintain collaborative relationship with best legal resources in country and other stakeholders. <p>4. Supervisory role</p> <ul style="list-style-type: none"> ▪ Represent and contest Pakistan Railways cases in the courts of law. ▪ Monitor the law-related and research-based value addition to petitions, complaints, written statements, |

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| | | <p>counter statements, depositions, evidentiary proceedings, legal notices & replies thereof.</p> <ul style="list-style-type: none"> ▪ Drafting, updating and vetting of Railways related legislations, manuals, codes, rules, contract(s)/ agreement(s) etc. represent Railways in negotiations with potential private sector partners. |
| 6. | Salary and Perks (Management Position-I Scale) | |
| a. | Scale of Pay | Rs. 433,950-33,000-532,950. |
| b. | Accommodation | Up to a rental ceiling of Rs. 101,000/- per month. |
| c. | Utilities | Rs. 19,650/- per month. |
| d. | Transport | As per monetization of transport facilities policy MP-I Rs. 95,910/- per month. |
| e. | TA/DA on domestic official tour | As admissible to civil servants of the highest grade. |
| f. | TA/DA on official tour abroad | As admissible to civil servants in Cat-I. |
| g. | Medical Facility | Reimbursement of medical and hospitalization charges for self, spouse and children for treatment received at Government or Government recognized Institutions in Pakistan. |
| h. | Leave | The incumbent shall earn leave on full pay @ 3 days per month on annual basis and the leaves earned shall be availed during the currency of the year. Title of Leave will neither be carried over to the next year in case of non-availing nor will it be encashed. |
| i. | Gratuity | One month's basic pay for each completed year of service. |
| 7. | Contract Period: | |
| i) | Tenure of contract | Initially for a period of three (03) years further extendable for a maximum period of two (02) years on annual (yearly) basis subject to satisfactory performance. |
| ii) | Termination of Contract | On completion of tenure or one month's notice from either side. In case of notice by the Ministry, it shall be after approval of the appointing authority, In case of proceedings under para-6 (viii & ix) of the MP Position Scales Policy, 2020 dated 22-06-2020, the condition of one month's notice shall not be required. |
| 8. | Discipline | As applicable in case of contract employees. |