

# The Islamia University of Bahawalpur

## SITUATIONS VACANT

The Islamia University of Bahawalpur intends to appoint a panel of Legal Advisor(s) / Legal Counsel(s). Applications are invited from qualified, competent and seasoned legal practitioners (Pakistani nationals only) as per the following criteria and terms & conditions:

Name of Post	Qualification & Experience
Legal Advisor(s) / Legal Counsel(s)	An Advocate of High Court having five years practice in a High Court.

### Responsibilities:

- To deal with all legal matters on behalf of the University in all the Courts of Law and before Federal or Provincial Ombudsman
- To provide legal opinion to the University authorities on day to day legal issues and financial aspects
- To appear in legal proceedings on behalf of the University
- To file appeals against orders/decrees for and against the IUB in Appellate Courts
- To vet and assist in legal issues pertaining to execution of contracts/agreements
- To obtain necessary comments and documents from the concerned departments/branches of the University
- To assist and attend the University authorities at any legal/administrative forum if so required by the Vice-Chancellor
- Any other special cases assigned by the Competent Authority

### TERMS & CONDITIONS:

- The appointment of Legal Advisor(s) shall be made on contract basis at fixed monthly remuneration.
- The Legal Counsel(s) shall be appointed on case to case basis on such terms and fees as may be fixed by the Vice-Chancellor.
- Preference will be given to the candidate(s) who has/have rich experience of dealing with the cases of Universities and well versed with the University Act, Statutes, Policies, Rules & Regulations, etc.
- The Legal Advisor shall initially be appointed by the IUB Syndicate for a contract period of one (01) year, which may be extended (on yearly basis) up to five (05) years based on satisfactory performance.
- A committee constituted by the Vice-Chancellor shall assess/recommend the panel of candidates on the basis of required professional credentials of the candidates.

### HOW TO APPLY:

1. The candidates applying for above posts are required to submit two (02) complete sets of their application on prescribed form along with attested copies of CNIC /Domicile/Educational testimonials (Matric onwards / Copy of license issued by Punjab Bar Council / Pakistan Bar Council / Experience Certificates / National Tax Number (NTN) and fee deposit slip (original & copy) of worth 3000/-, (non-refundable) to be deposited Online in any branch of HBL, CMD Account Number **00427900166803**, on account of application processing fee in favour of the Treasurer, IUB. Applications should be posted via Registered Mail through Pakistan Post / Courier Services, to the following address:

**Office of the Assistant Registrar (HR), Room No. 103, First Floor,  
Abbasia Campus, The Islamia University of Bahawalpur**

2. Two most recent passport size photographs should be affixed on each application.
3. Candidates should clearly mention the name of applied position on the top right corner of envelope.
4. By hand / incomplete applications received after the last date will not be entertained, even though posted before the last date.
5. Only shortlisted candidates will be called for interview.
6. Updated Application Form is available in the office of the Assistant Registrar (HR) Abbasia Campus Bahawalpur as well as on the IUB website <https://www.iub.edu.pk/career-at-iub>
7. The University reserves the right not to fill any vacancy without assigning any reason thereof.
8. No TA/DA will be admissible for interview.
9. The appointment shall be made purely on Contract / case to case Basis and the appointees shall have no claim / right to get their services regularized at any stage under any circumstances.
10. **Last date for Submission of Applications is 28.02.2020.**



Registrar, the Islamia University of Bahawalpur  
Abbasia Campus, Bahawalpur  
Phone: 062-9250235

**IPB-130**