

Position Title	Additional Joint Director for Adjudication Division
Number of positions	01
Nature of Employment	Regular
Location	Head Office
Duties and Responsibilities	• Assessment of cases to be fit for adjudication in light of applicable provisions of Law. • To draft show cause notices, hearing notices, hearing notes, summaries of facts of the cases under Adjudication. • To interpret and apply legal opinions in adjudication cases. • To deal with cases pending before Appellate Bench. • To provide necessary support to the Litigation Department to defend the cases pending before superior Courts. • To correspond with the Respondents of adjudication proceedings in order to examine, review and seek requisite information pertaining to adjudication matters. • Data management, presentation, and technical and accounting skills to apply in day-to-day affairs. • Having good accounting and auditing skills to deal with adjudication matters that emerge due to investigations/forensic investigations of companies.
Qualification	• Masters/ Bachelor's degree (equivalent to 16 years of education) in Accounting or Law from HEC recognized reputable University / Institute or Qualified CA/CMA/ ACCA.
Experience	• Minimum Eight (08) years of post-qualification experience. ○ In case of CA, articleship will be considered as part of requisite experience for the above-mentioned position.
Age	• Maximum 45 years on the last date of submission of application.
Functional/Technical Skills	• In depth knowledge of corporate and capital market laws, rules, regulations, etc. • Have understanding and acquaintance with International Accounting Standards/ International Financial Reporting Standards and International Standards on Auditing. • Having updated skill to deal with matters under litigation and adjudication of relevant to laws / rules/ regulations/ and notifications administered by the Commission. • Data management skills and ability to deal with financial information. • Communication and Report writing skills. • MS Office
Soft Skills	• Strong communication skills and interpersonal skills • Decision-making and Analytical problem solving • Adaptability and planning