



FEDERAL OMBUDSPERSON SECRETARIAT

For Protection Against Harassment of Women at the Workplace, Islamabad
(FOSPAH)

SITUATION VACANT

Federal Ombudsperson Secretariat for Protection Against Harassment of Women at the Workplace (FOSPAH) requires the services of Pakistani nationals for the under mentioned post on contract basis initially for a period of one year (extendable on the basis of performance).

Sr. No.	Name of Post	No. of Post (s)	Required Qualifications/Experience	Age	Status of Post	Place of Posting
1.	Law Officer	01	a) Law Graduate (LLB), having a High Court license. However, advanced degree/higher qualification will be preferred. b) Relevant experience in the field of Human Rights, Women Rights, Women Property Rights and dealing with cases of violence against women and gender-based discrimination. c) Excellent legal research/analytical skills d) Advanced legal drafting and draft/orders vetting skills. e) Experience of appearing in the courts/tribunals. f) Possess the ability to explain the law and give legal advice to staff and management, wherever required. g) Excellent interpersonal and communication skills. h) Advanced ability to impart trainings on FOSPAH Laws in the outreach and awareness programs by the FOSPAH in other departments/organizations and the educational institutions.	Max. 35 years	Contract	FOSPAH Head Office Islamabad

INSTRUCTIONS:

- The candidates fulfilling the above conditions may apply online through FOSPAH's website, <https://www.fospah.gov.pk/Jobs>, within 15 days of publication of this advertisement.
- Documents may not be attached with the applications; however, original documents will be checked at the time of the interview.
- Candidates belonging to cities other than Islamabad/Rawalpindi may opt to appear for their online interviews via Zoom, if they so desire.
- No TA/DA shall be admissible for test/interview.
- Incomplete applications and those received after due date will not be entertained.
- Only Shortlisted candidates will be called for test/ interview. The date and time of interview will be communicated through email/ call/ SMS/ WhatsApp and by post.
- Decision of FOSPAH regarding eligibility/shortlisting of candidates and selection criteria shall be final.
- Women, minorities and persons with disabilities are encouraged to apply.
- The competent authority reserves the right to cancel the recruitment process, increase/decrease the number of posts, as per requirement against any post at any stage without assigning any reason.
- The Competent Authority may increase remuneration based on satisfactory performance, during or upon renewal of contract.
- Contract may be extended purely on the basis of satisfactory work performance.
- Age relaxation will be admissible as per Government rules.
- In case of any query, please contact FOSPAH at Ph: 051-9262953.