



GOVERNMENT OF PAKISTAN  
OFFICE OF THE CHIEF COMMISSIONER  
INLAND REVENUE, LARGE TAXPAYERS' OFFICE  
Plot No. 20, Mauve Area, G-9/1, Islamabad

**HIRING OF LEGAL ADVISORS / CONSULTANTS  
FOR ISLAMABAD/RAWALPINDI**

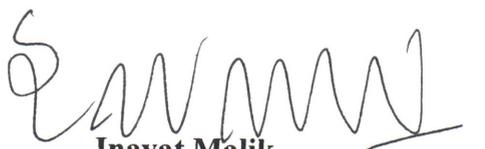
The FBR aims to strengthen its legal operations by hiring qualified Legal Advisors to assist its Directorates Law-IR/Commissioner-IR/Directors under the Inland Revenue services. These advisors will support ensuring effective legal compliance, improved litigation outcomes and enhanced legal advisory services. TI applications are invited from the advocates for appointment as individual consultants to assist the Office of the Director General (Law-IR), Islamabad in handling legal matters of the department. The office requires (Five) Legal Advisors/Consultants for Islamabad/Rawalpindi.

**Terms & Conditions**

- Detailed Terms of Reference (TORs) may be downloaded from [www.ppra.gov.pk](http://www.ppra.gov.pk) or collected from this Office.
- Interview/call letters to eligible candidates shall be issued by the Selection Committee.
- Incomplete applications and applications received after due date shall not be entertained.
- Original documents shall be produced at the time of interview.
- No TA/DA shall be admissible for interview.
- The competent Authority has the right to increase/decrease the number of Panel Advocates or cancel the hiring process at any time.
- The initial engagement shall be for a period of one (01) year, extendable by the Directorate General (Law-IR) based on performance and requirements.
- **Academic Qualification:** LLB or equivalent qualification from a recognized university/affiliated institute.
- Professional Experience of at least 5 years of High Court (Post-Qualification), preferably in tax laws.
- Applicant must be Enrolled Advocate eligible to appear before the High Courts.

**How to Apply**

- Interested candidates are required to apply and send their applications along with curriculum vitae, copy of CNIC, High Court enrolment card, academic credentials, experience certificates and list of reported / un-reported judgements to the office of ADC (HQs) / Member Selection Committee for Hiring of Legal Advisors as Individual Consultants Chief Commissioner's Secretariat, Large Taxpayers Office, Plot No. 20, Mauve Area, Sector G-9/1, Islamabad. Last date for submission of application is **08-12-2025**.

  
**Inayat Malik**  
Member Selection Committee  
LTO, ISLAMABAD  
Phone No. 051-9106098



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**Terms of Reference (TORs)**

**Scope of Work**

- Assisting Directorates of Law-IR in preparation of legal submissions and representation in appellate forums.
- Conducting legal research on complex tax matters.
- Reviewing and advising on notices, replies, and orders issued under tax laws.
- Supporting FBR officials in litigation and legal risk management.
- Preparing periodic reports on legal proceedings and outcomes.
- Liaising with field formations on legal matters and developing summaries of important cases.
- Assisting in the systematic review and classification of pending litigation based on value, complexity and legal merits to facilitate strategic prioritization and early disposal.
- Drafting settlement proposals and assisting in negotiation strategies for ADR cases.
- Pleading cases before High Courts, ATIR, CAT and FTO only when specifically assigned by concerned Directorate of Law.
- Performing any other legal tasks assigned by the Directorates of Law-IR concerned.

**Monitoring & Report**

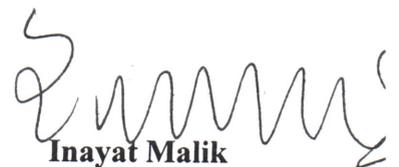
- Legal Advisors will report directly to the respective Directorate of Law-IR. They will submit monthly progress reports outlining activities undertaken, cases supported, and outcomes achieved. Reports shall follow a standard format prescribed by the legal wing.

**Code of Conduct**

- Legal Advisors shall maintain strict confidentiality of all official information, disclose any potential conflicts of interest, and comply with professional ethics and FBR's internal security protocols.

**Pay and Remuneration**

- Legal Advisors will be hired on a full-time contractual basis
- Monthly remuneration shall be in the range of PKR 300,000/- based on qualifications and experience
- The final remuneration package will be determined by the Federal Board of Revenue (FBR) in consultation with the selection committee.



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