



ZARAI TARAQIATI BANK LIMITED

CAREER OPPORTUNITIES



ZTBL, a 'AAA' rated renowned specialized financial institution with a wide network of over 500 Branches all across the country is inviting applications from energetic and challenge-oriented professionals with proven track record and capacity to perform as a catalyst for transformation in a challenging environment. The individuals who fulfill the basic eligibility criteria may apply for the positions:

Head Corporate & Service Law Matter Department (VP-I/VP) (No of Position: 01)	Unit Head Settlement AVP-I/AVP (No of Position: 01) Islamabad/ Lahore	Head Recovery & Settlement Unit AVP-I/AVP (No. of Position: 01)	-: Eligibility/Ineligibility Criteria: -
<p>Experience:</p> <ul style="list-style-type: none"> Minimum 10-years' relevant experience. <p>Qualification:</p> <ul style="list-style-type: none"> Minimum LLB Degree from HEC recognized institute. Preference will be given to candidates having degree of LL.M/Bar at Law. <p>Responsibilities:</p> <ul style="list-style-type: none"> Identification and assessment of legal risks and development of strategies to mitigate risk through legal recourse. Ensure preparation of all legal documentation and its execution as per requirements of the bank. Analyze the decisions of superior courts in general and pertaining to ZTBL in particular and as a result thereof suggest/recommend policy changes to the management. Ensure implementation of prudential regulations and other SBP/SECP guidelines pertaining to areas of function. Oversee service law matters related to employees including service agreements, employment-related contracts, NIRC matters, legal compliance and grievance handling. Review, draft and negotiate corporate and service-related contracts (vendors, partners, clients, service-level agreements, MoU's) to ensure legal enforceability and protection of ZTBL's interests. Coordination with 31 Legal Litigation Units (LLUs) across the country. Pursue countrywide litigation in various courts of law in statutory, corporate, business, tax and service matters. Ensure that compendium of updated Banking Laws is being maintained for ready reference and guidance of all stakeholders. Keep an eye on the latest legislation/laws and judgement of courts related to banking sector. Ability to work as a team leader having excellent interpretation and drafting skills. To ensure timely compliance of all assign tasks/functions. 	<p>Experience:</p> <p>Minimum 08-years' of relevant experience</p> <p>Qualification:</p> <ul style="list-style-type: none"> Minimum Bachelor degree from HEC recognized Institute/University (National/ International). Preference will be given to candidates having degree of Business, Commerce and Law. <p>Responsibilities:</p> <ul style="list-style-type: none"> To ensure timely handling of litigation matters, particularly criminal cases relating to FIA, NAB etc. Continuous supervision, scrutiny of recovery and settlement matters, court representation and ongoing legal support to recovery functions across the Bank. Liaise with local administration and law enforcement agencies Ensure compliance with relevant laws, regulations, and industry standards related to infected portfolio and stay updated on regulatory changes to amend policies accordingly. Collaborate with internal teams to achieve goals related to infected portfolio recovery. Knowledge of recovery procedures and regulations Identify and propose opportunities for process improvement, automation and efficiency to enhance performance. Any other task assigned by the Management. 	<p>Experience:</p> <ul style="list-style-type: none"> Minimum 08-years' relevant experience. Preference will be given to candidates having experience of working in law enforcement agencies. <p>Qualification:</p> <ul style="list-style-type: none"> Minimum Bachelor degree from HEC recognized Institute/University (National/ International). Preference will be given to candidates having degree in Law. <p>Responsibilities:</p> <ul style="list-style-type: none"> Ensure timely implementation of decisions taken by the competent authority in lockstep manner. Ensure that all data base of disposed-off efficiency & disciplinary cases are maintained properly. Ensure that record related to Policy, Coordination and Database Unit is timely updated. Ensure recovery of outstanding dues from employees whose cases have been decided as per rules and regulations. To ensure timely compliance of all assign tasks/functions. Any other task assigned by the Management. 	<p>-: Eligibility/Ineligibility Criteria: -</p> <ul style="list-style-type: none"> ➤ Maximum age limit is 55-years as on closing date to apply. ➤ Market competitive remuneration will be offered. ➤ ZTBL is an equal opportunity employer. Females and PWDs are encouraged to apply. ➤ Interested candidates may apply online through website: https:// www.ztbl.com.pk/jobs, till 15 November, 2026. Only online submission of application within due date will be accepted. ➤ Only short-listed candidates will be called for interview. No TA/DA shall be admissible for interviews. ➤ The Bank reserves the right to accept or reject any application(s) without assigning any reason(s) thereof. ➤ Applicant convicted by any court of law are not eligible to apply. ➤ Applicant dismissed, removed or terminated by previous employer(s) on disciplinary grounds, is not eligible to apply.

For any related query, please contact Head (Recruitment & Selection), ZTBL, Head Office, Islamabad @ 051-9252724

