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)

Experience:
- Minimum 10-years' relevant experience.

Qualification:
- Minimum LLB Degree from HEC recognized institute.
- Preference will be given to candidates having degree of L.L.M/Bar at Law.

Responsibilities:
- 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.

Unit Head Settlement AVP-I/AVP (Islamabad/ Lahore)
(No of Position: 01)

Experience:
Minimum 08-years' of relevant experience

Qualification:
- Minimum Bachelor degree from HEC recognized Institute/University (National/ International).
- Preference will be given to candidates having degree of Business, Commerce or Law.

Responsibilities:
- 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.

Head Recovery & Settlement Unit AVP-I/AVP (No. of Position: 01)

Experience:
- Minimum 08-years' relevant experience.
- Preference will be given to candidates having experience of working in law enforcement agencies.

Qualification:
- Minimum Bachelor degree from HEC recognized Institute/University (National/ International).
- Preference will be given to candidates having degree in Law.

Responsibilities:
- 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.

-: Eligibility/Ineligibility Criteria: -

- 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