

INDH JUDICIAL ACADEMY

SITUATION VACANT

Applications for contract employment are invited from suitable candidates, domiciled in the Province of Sindh, for the following posts in the Sindh Judicial Academy, Karachi.

Sr.	Name of Post	No. of Posts	Age Limit	Experience	Qualification
1	Consultant	01	Minimum 40 years	20 years	1) L.L.B. from a recognized University in Pakistan or equivalent qualification at abroad, with experience in legal education, administration, research OR 2) Retired Judge having inclination towards teaching & research, OR 3) An Advocate having 15 years of practice of law & legal education.
2	Senior Faculty Member BPS-21	01	Minimum 35 years	15 years	
3	Faculty Member BPS-20	01	Minimum 35 years	10 years	
4	Secretary BPS-17	01	Minimum 40 years	10 years' experience in administration	Graduate, degree in Public Administration/Business Administration/English will be considered as additional qualification.

Note: -

1. Application along with CV and attested copies of CNIC, educational testimonials, domicile, experience certificates & two latest photographs shall reach not later than 18-11-2017.
2. Applicants already in service can apply through proper channel and their applications shall reach within target date. Incomplete applications in any respect will not be entertained. This institution reserves the right to short list and reject any application without assigning any reason.
3. Shortlisted applicants will be called for interview(s).
4. The appointing authority reserves the right to relax any condition in suitable cases.
5. Job description for each post may be seen at www.sja.gos.pk.

Secretary

Sindh Judicial Academy

Judges Bungalow No.1 & 2, Bath Island, Ferozenana Road, Clifton,
Karachi. Tel: 9221-99250629 Fax: 9221-99250628 Email: pc@sja.gos.pk
website: www.sja.gos.pk

Job descriptions:

The Consultant/Sr. Faculty Member/Faculty Members' responsibilities would include, but not be limited to the following tasks:

1. Suggest amendments in procedural and substantial laws and propose amendments in rules or draft rules where necessary;
2. Initiate process of implementing any of the recommendations of 'Vision 2027' as specially assigned by the Director General, SJA;
3. Prepare curriculum, lesson plans, training material including presentations and exercises, for in-service and pre-service trainings on Substantial & Procedural laws.
4. Develop case studies and training manuals in consultation with the stakeholders.
5. Prepare in-service refresher training courses with list of trainers, target audience, and time needed.
6. Suggest coordination mechanism among other major educational and training institutions (NIPA, FJA, Provincial Judicial Academies Staff College, Lahore, AKU, IBA etc) for mutual learning and sharing of the best practices.
7. Conduct desk study for development of specialized skilled based training material.
8. Assist SJA management in identifying new trainers and impart training to trainers and to make them familiar with the adult learning techniques.
11. Prepare training monitoring mechanisms and training feedback reports.
12. Prepare and conduct pre-assessment and post assessment exams as directed by DG SJA.
13. Advise on training needs and conduct of training needs of Sindh Judiciary in consultation with Member Inspection Team, High Court of Sindh.
14. Prepare training reports and annual report and other reform suggestions for High Court.
16. Conduct research studies on various legal subjects as assigned by DG SJA from time to time.
15. Perform other activities as directed by DG SJA.