



Position: Officer Regulatory Affairs (Grade II)

Minimum Qualification	Post Qualification Experience	Max. Age (Years)	Job Description/ Key Result Areas
<ul style="list-style-type: none"> LLB 	1 year (Minimum)	32	<ul style="list-style-type: none"> Monitor compliance with regulatory authority rules and regulations including compliance with license conditions. Liaison between regulatory authority and relevant executing departments for compliance with regulatory authority decisions. Respond timely on all regulatory authority matters & queries referred to Company and follow-up with all concerned across the Company.

Essential Skill Requirements:

- Sound knowledge of Civil Laws of Pakistan
- Working knowledge of Microsoft Office applications, e.g. Excel, Word, Power Point etc.
- Excellent Written and Communication Skills
- Ability to write effective Letters and Reports