

Employment Law for Senior Professionals

Updated 2026



Trainer

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Lawyer | Legal Consultant
Corporate Trainer



Apr 23rd, 2026

Movenpick Hotel, Karachi.



May 07th, 2026

Faletties Hotel, Lahore

Course Introduction

Employment Law Training Workshop designed to equip HR, Admin, Finance and legal professionals with practical knowledge of workplace legalities. This session will cover essential topics of employment laws. Enhance your understanding of legal compliance to confidently manage employment-related matters.

Course Benefit

After this workshop, participants will acquire knowledge of major statutory compliances, enabling them to prevent prolonged litigation. They will also gain the ability to conduct and adhere to proper legal procedures, avoiding pitfalls from hiring to firing.

Course Objective

- What are the necessary employment statutory benefits?
- How can legal risks be overcome and minimized?
- What are the current organizational practices and areas with shortcomings?

Who should attend :

Senior Management Professionals from following discipline:

- HR Professionals
- Administration Professionals
- IR/ER Professionals
- Legal Professionals
- Finance Professionals



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Course Contents

Understanding of Employment Laws

- Origin and historical parameters
- Existing applicable laws
- Understand the proposed amendments to labour laws
- How can employers prepare for the upcoming changes?
- The objective of Employment Laws for Organization and Employees
- What should be focused on while hiring the candidates in a legal manner
- What documents are necessary while hiring
- Major Pitfalls
- Constitutional and legal rights of employees

Contractual Employment and Legal Status

- Contract Employment
- Contractual Arrangements
- Managing contract employees, short and fixed-term employees: what does the law say?
- Rights of contractual employees
- Wage laws
- Statutory Benefits for Contractual Employees
- Statutory Benefits for Regular Employees
- Organizational practices
- What benefits can withhold on termination.
- Benefits on resignation & retirement
- Benefits transferable or not
- Compensation law
- Compensation rates
- Provincial laws
- Full & Final Settlement and Legal Dues

Law of Working Hours

- Overview
- Provincial laws
- Overtime calculation and limit

Law of leave

- Overview
- Various types of mandatory leave
- New provision of leave
- Provincial laws

Law of Bonus

- Overview
- Bonus applicability
- Bonus distribution formula
- Bonus distribution timeline

Law of Employee Old Age Benefits

- Overview
- To whom the law is applied
- Latest updates
- EOBI contribution formula
- EOBI benefits
- EOBI notices and audit

Law of Social Security

- Overview
- To whom the law is applied
- Latest updates
- Provincial law updates
- Provincial wise contribution formula
- Social Security benefits
- Social Security notices and audit

Law of Gratuity

- Overview
- Provincial laws
- Gratuity formula
- Gratuity distribution
- Loan and gratuity
- Gratuity and types of employees
- Punishment and holding of gratuity legality

Law of Provident Fund

- Overview and Provincial laws
- Provident Fund percentage
- Organizational practices
- Provident Fund Trust
- Punishment & holding of PF legality

Case Laws & Case Studies

- Practical case studies
- Discussion on Important Judgements of Superior Court
- Practices of Organizations
- Q/ASession



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