

## **Bombardier Transport**

### **Legal Advisor # T-BTNA-LEG-CATO-002**

Status: Permanent, Full Time

Job Location: Mississauga, Ontario

Deadline date: 6/6/2009

We at **Bombardier Transportation** are proud to provide world-class rail transportation equipment and services that are in service around the globe.

We conduct our business in a highly competitive world market with integrity, customer orientation, shareholder focus and a commitment to excellence.

We are currently looking for a **Legal Advisor** for our site in Toronto, Canada.

The role of the Legal Advisor will be to support all contractual and legal requirements of operations and maintenance projects and bids as well as other projects and initiatives for the Services function of Bombardier Transportation North American Division.

#### **Concretely the incumbent will have the following responsibilities:**

- Define contractual and legal interpretation/analysis in operations and maintenance contracts in execution and provide practical solutions and guidance to the team members, including management.
- Support the General Managers, Supply Management, Finance, Project Management in the management of contractual and legal issues with customers and subcontractors/suppliers. More specifically, draft specific letters and contractual documentation (such as amendments to contracts with customers, subcontracts with suppliers and subcontractors, etc) to ensure that our contractual and legal rights are exercised appropriately. Participate in negotiations with customers and suppliers.
- Provide contractual and legal analysis and guidance in operations and maintenance responses to bids requests (request for proposal). More specifically, review all bids documentation; identify contractual and legal risks; draft questions, clarifications and or exceptions to be addressed to the future customer(s); provide contractual wording for negotiations; draft summary of terms and conditions; prepare mandate requests for internal approval. If we are selected, participate in negotiations with customers.
- Prepare various agreements related to the Services activities, such as documents for real estate transactions (offers, leases, etc.), consulting agreements, confidentiality agreements, acquisition of material, etc.
- Provide contractual and legal training to team members of other functions such as Bids, Sales, General Managers of sites and their team, Supply Management representatives.
- In support of the General Manager of the site, define contractual and legal initiatives in operations and maintenance projects, such as standardization of specific types of agreements

#### **Successful candidates must:**

- Possess a Bachelor of Law;
- Possess 4 to 7 years of experience as a Legal Advisor along with experience in contract drafting and contract negotiations;
- Possess the knowledge of the Microsoft Office software such as Excel and Word, PowerPoint;
- Speak English fluently, French will be considered as an asset.

**Traveling:**

- For the first 6 months, approximately one week per month to our administrative center in St-Bruno.
- Following those 6 months, this position requires traveling to the operations and maintenance sites in United-States and Canada for approximately one week per month.

*"We thank all applicants for their interest; however, only those under consideration will be contacted. Bombardier Transportation is an equal opportunity employer and encourages women, Aboriginal people, persons with disabilities and members of visible minorities to apply."*

*"Only the Masculine is used in this text in order to make it more concise and readable."*

Please apply online at:

<http://rs2.cvmanager.com/getjob.asp?region=qc&lang=e&id=32664&sid=269>