

In-House - Corporate Counsel – Corporate Commercial (3-6 yrs) INCO-188

Cambridge-Waterloo

POSITION:

Contract/Risk Review

- Review proposal, contract bid and performance bonds and letters of credit, providing clarifications and exceptions.
- Document the approvals required for deviations along with specific clarifications, exceptions and Company standard terms and conditions.
- Support request for deviations from corporate contracting guidelines and take responsibility for completeness of commercial response to bid documents.

Legal Documents

- Draft and present clearly written legal documents (e.g. contracts, purchase orders, leases, licenses, non-disclosure agreements, letters, etc.) to senior management for signature, with risks within the Company's limits of risk tolerance.
- Lead negotiations of legal/commercial terms and conditions using discretion in revising contract clauses within contracting guideline requirements.

Counsel Provision

- Ensure advice to senior management is up-to-date, including apprising senior management of relevant changes to the law and the enactment of new laws and regulations.
- Perform independent research and analysis of statutes, regulations and case law, including, if necessary, discussion with outside legal specialists.
- Conduct training sessions to ensure understanding and reinforce compliance.

TERM:

6 months with possibility of permanent.

CANDIDATE:

You have solid background in contracts including reviewing, drafting, and hopefully negotiating diverse commercial agreements. Experience with sales, tendering, and procurement agreements, an asset. You are content to be a solid worker bee, providing much needed legal advice and support directly to internal clients.

ORGANIZATION:

Canadian head office of a major global multi-national company.

CAREER ADVANTAGES:

Get your foot in the door of this major regional company where there is no lack of legal work. Legal is well respected here so you'll be involved in matters from the outset. The position represents an opportunity to let the company check you out and for you to get a feel for a new environment, starting on a temporary basis. Work with a great legal team. You will have your own office.

COMPENSATION/BENEFITS AND START:

Competitive, commensurate with experience. Free single medical/dental benefits

through Advocate. Free parking and every other Friday off.

CONFIDENTIALITY AND ACTION:

Full confidentiality assured. We do not forward your resume nor disclose your identity to employer without your express authorization.

APPLY TO: <http://www.advocateplacement.com/apply-AL.htm>.



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