

Position: Legal Advisor - Consultant | TR/0218/LAC

Location: Nicosia

Qualifications:

- Bachelor's degree in law Corporate or Commercial Law
- Master degree in Law from a reputable university will be considered as an advantage
- Review and drafting of documents including agreements and contracts
- Minimum 2 years' experience in the financial services sector
- Excellent command of Greek and English language
- Excellent project management, analytical, interpersonal, oral and written communication skills
- Computer literate
- Attention to detail

Key Responsibilities:

- Legal advice and support on client related matters
- Monitoring and advising on legal cases
- Identification of potential legal issues and support on existing legal issues and ongoing projects
- Drafting of correspondence of legal nature
- Drafting and/or review of legal documents such as agreements etc.
- Studying laws upon request and provide advice to the management on ad-hoc cases
- Perform researches and provide reports with findings on ad-hoc projects upon management request
- Participating in transaction (mergers and acquisitions) deals
- Reviewing and reporting to the management for legal cases or client requests which may represent a risk to the Company or for significant upcoming client transactions for effective planning.
- Work with other Managers / Directors on specific assignments / projects
- Able to prepare and perform presentations required by the Management
- Able to attend client meetings with the Management
- Able to report work in progress at any time required by the Manager

Remuneration:

- An attractive package of remuneration depending on experience and qualifications, including Provident Fund and Medical Plan
- Excellent working environment

Applications:

All applications will be treated with the strictest confidentiality. Interested applicants should forward their CV's at no later than the 13th of March to hr@treppides.com quoting the reference number: **TR/0218/LAC** .

For further information please contact:

HR Department | Tel: +357 22 678 944

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