

JOB ANNOUNCEMENT

Do you dream big in legal profession?

Are you honest, patient, committed, hardworking and ready to help other?

The FLAG Law Office (The FLAG) is a leading law firms in Cambodia which having professional, experiences, and qualified lawyers, consultants and staff to offers a full set of legal services, in diverse areas includes but not limited to: Real Estate, Due Diligence, Construction Related License/Permit, Labor, Tax, Commercial & Contract Drafting and Legal Representation in both civil & criminal cases for all levels of court in Cambodia. **The FLAG** is looking for qualified individuals, who wish to grow and join the team, as full-time Legal Advisor, for a common success..

Position	: Legal Advisor (1 position)
Job Term	: Full Time
Location	: Phnom Penh
Reporting to	: Head of Corporate and Litigation Team

1. TASKS / RESPONSIBILITIES :


- Provide legal advice exclusively on behalf of the firm and to clients of the firm.
- Draft applicable agreements/contracts and legal instruments especially in the corporate, property, labour, banking and related transactional areas; legal research and writing;
- Draft letters of advice and legal opinions to clients of the firm;
- Draft documents for submission to court, mediation or arbitration proceedings and assist in handling matters in those forums.
- Peer review the work of other advisers and provide constructive feedback as necessary.
- Perform other tasks as assigned.
- Ensure high quality of advice provided on behalf of the firm;
- Ensure the completeness and correctness of all legal documents to be sent to clients;
- Maintains custody of legal documents to ensure copyright handling;
- Participate in business development of the firm.

2. QUALIFICATIONS :

- At minimum a Bachelor degree of law; Masters of law is an asset;
- At least 2 years experiences in related field;
- Familiarity with Cambodian laws, especially Commercial Law, Banking and Labour Law;
- Good computer skills in MS Office (Word and Excel), Internet, E-mail and Power Point;
- Has advanced communication skills in spoken and written English and Khmer;
- Highly motivated, honest, flexible, creative and accountable;
- Experience in team working and able to work under pressure and deadline;
- Ability to travel within Cambodia or overseas if necessary.

3. SALARY AND APPLICATION :

Salary and benefits will be commensurate with experience. Women and men are welcome to apply.

Candidates may send their CV together with a recent photograph and Cover Letter (in soft or hard copy) with supporting certificates to our office or by email, by attention to Mr. PHAN  adminhr@theflaglawyer.com, no later than **April 04th, 2021**.

NOTE: Only shortlisted candidates will be contacted for interview.

