

## **ASSISTANT MANAGER/MANAGER – LEGAL**

**1 position available**  
*(Cyberjaya, Selangor)*

### **Responsibilities:**

- Provide legal support to the Company in all legal, operational and contractual matters.
- Assist Head of Legal in all matters, particularly in litigation monitoring and legal documentations.
- Identify and analyze legal issues and propose appropriate mitigation solutions.
- Draft/review and prepare legal related documents such as contract/agreement/document.
- Conduct legal research on any legal issues and legal updates from time to time.
- Any other relevant task given by the Superior/Management.

### **Requirements:**

- Possess a Degree in Law or equivalent from a recognized University.
- Minimum 5 years of relevant working experience in the related field.
- Experienced in handling arbitration and CIPAA cases.
- Strong experience in drafting and legal advisory work.
- Negotiation skills and proficient in drafting various contracts or agreements.
- Excellent in interpersonal skills, strong analytical problem solving, communication and high level of integrity and confidence.
- Very good communication and writing in English and Malay.
- Experience in construction/maintenance company is an advantage.

Interested applicants are encouraged to send CV via email to [humanresource@pblt.com.my](mailto:humanresource@pblt.com.my)

Posting Date: 15 September 2020