

Amaar Real Estate and Tourism Development Company, the real estate and tourism investment arm of Palestine Investment fund (PIF) and the leading real estate and tourism development Company in Palestine is soliciting a qualified candidate to fill the position of :

HEAD OF LEGAL UNIT

Responsibilities :

- Oversee all legal affairs and advisory services to ensure effective management of legal related matters for Amaar and any of its subsidiaries' and affiliated companies.
- Draft, review contracts and agreements as needed and ensure compliance with the laws and regulations.
- Review the legal risks involved in various business deals and investment opportunities.
- Draft, review all board of directors' resolutions and ensure all resolutions are in compliance with the company bylaws.
- Providing legal advice and guidance on different legal cases.
- Ensure compliance of laws and regulations for all operations in Amaar and any of its subsidiaries.
- Liaise with relevant departments to identify any possible legal risks.
- Draft legal opinions, memos and legal documents as needed.
- Draft, maintain and follow up all contracts with external parties.
- Provide legal assistance and support to other departments and subsidiaries.
- Prepare periodical reports on the legal issues.
- Supervise the staff members of the legal unit.
- Any other related assignments required by the CEO.

Requirements :

- MA degree in Law.
- Member of Palestinian BAR association.
- A minimum of (7) practicing years holding the BAR license.
- Practical experience in local laws, corporate, real estate, Investments and Labor Law.
- Regional and international law experience is an advantage.
- Demonstrate knowledge of, and experience with laws dealing with contract administration, particularly contract negotiation, preparation and administration.
- Must be able to maintain confidentiality about all legal matters.
- Strong interpersonal, communication and presentation skills
- Proficiency in Microsoft Excel, Word, Outlook and PowerPoint.
- Result-oriented with a positive viewpoint.

How to Apply:

Qualified candidates are invited to submit their resumes to hr@amaar.ps with subject name "Head of Legal Unit ", no later than January 27, 2018.

We thank all applicants for their interest, but regret that only short-listed candidates will be contacted.