Vacancy | Head of Legal

The Economic Development Board (EDB) is the leading agency mandated by the Government to provide strong institutional support for strategic economic planning and to promote Mauritius as an attractive investment and business centre, a competitive export platform as well as an international financial centre. It also acts as the main institution responsible for country branding, investment promotion and facilitates both inward and outward investment and fosters a conducive business environment.

THE POSITION

The EDB is recruiting a **Head of Legal** to provide strategic guidance, advice, and support to the organisation on a comprehensive range of legal and associated issues. The successful candidate should have a good knowledge of compliance principles.

**REQUIREMENTS**

- A Bachelor’s degree in law and a vocational qualification as barrister;
- A Master’s degree in business law or equivalent qualification acceptable to the Board;
- Membership with the Mauritius Bar Association for at least 5 years;
- At least 10 years post-degree work experience including 5 years in a corporate legal environment or advising corporates and businesses on legal matters;
- A good knowledge of Mauritian laws;
- Ability to work independently as well as part of a team;
- Excellent legal drafting skills;
- Strong analytical and negotiation skills; and
- Excellent communication skills (fluency in both English and French languages) and interpersonal skills.

**RESPONSIBILITIES**

- Set up processes to ensure compliance with laws and statutory requirements and Participate in the formulation of general management policy;
- Undertake legal research, tender advice and draft documents;
- Advise and partake in key legal processes that relate to commercial agreements;
- Interact with external Counsel and Attorneys;
- Review documents, certificates, letters of approval and authorisation as requested by the organisation;
- Interpret statutes, regulations, international treaties, conventions, protocols, and agreements;
- Facilitates the management and resolution of a diverse range of legal, regulatory and compliance matters which impact the organisation’s capacity to achieve its strategic goals; and
- Assess and respond to the impact of changes in the operating environment on relevant legislation, legal, policy and regulatory frameworks to ensure a high level of integration.

**Mode of Application**

Interested candidates must submit their CV and motivation letter by Friday 21st August 2020 at latest to hr@edbmauritius.org. Applications received after the closing date will not be considered. Only the best qualified candidates will be called for interview. Appointment shall be on a contractual basis for a period of 2 years. An attractive salary package, commensurate with qualifications and experience, will be offered to the successful candidate.

EDB reserves the right not to make any appointment following this advertisement.

04th August 2020

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