

WE ARE HIRING JOIN US!



Position Title	Corporate Lawyer (Jobsplus Permit 617/2021)
Location	Malta Enterprise, Pieta
Team	COO office
Reporting Relationship	The postholder will report directly to the COO

Overall Purpose of Position

The Corporation is looking for a corporate lawyer to handle the Corporation's legal transactions together with:

- Providing legal and regulatory advice within the organization as may be required
- Negotiating deals on behalf of the Corporation
- Guiding Senior Management on regulatory and compliance issues to ensure compliance with legal regulations
- Anticipating and preventing legal action against Malta Enterprise by taking appropriate recourse
- Monitoring and coordinating legal matters / cases to ensure their swift and effective resolution
- Representing Malta Enterprise and its Senior Management in legal proceedings
- Drafting and reviewing legal documents as requested
- Liaising with relevant authorities, the office of the Attorney General and other entities including law enforcement and security agencies, if and when required
- Advising on State Aid and competition law questions arising
- Providing legal input in the strategy, incentives design and policy development process with regards to State Aid
- Coordinating with the Commission and other external counterparts
- Preparing and presenting reports and other documentation to Senior Management as necessary
- Proactively keeping up to date with legal developments in legislation, regulations and jurisprudence pertaining to State Aid



MALTAENTERPRISE

General Duties/Responsibilities

To the extent required by and/or expected of the relevant Grade, one's general duties/ responsibilities shall be to:

- Prepare and present reports and other documentation to senior management as necessary
- Consult with senior management especially in resolving challenges or when dealing with issues and problems that are of a sensitive nature and/or of a strategic importance
- Keep abreast of appropriate trends, developments and methodologies
- Perform any other job-related duties as necessary and as assigned
- May be required to work outside office hours where necessary

Work Aptitudes

Minimum Required:

- Investigative and analytical
- Orderly and efficient
- Outgoing and expressive

Behavioral Dimensions

Minimum Required:

- Focusing
- Delivering

Values

Integrity

Be truthful, honest and accountable. Carry out tasks in a professional, ethical, transparent and responsible manner

- The greater good over the personal good
- Confidentiality is key at all times
- Ensure the positive reputation of our entities is maintained throughout

Creativity

Develop an open and creative mindset that lead to innovate working practices

- Find ways to improve our incentives, systems, processes and communication with stakeholders.
- Reduce unnecessary bureaucracy. Automate internal processes

Customer-Centricity

Adopting a client centric mindset whilst being committed to our Client's success. Put clients at the centre of our operation

- Effective communication is critical to achieve an outstanding quality service in line with industry benchmarks
- Be professional to manage clients' expectations and respond to clients' requests
- All our stakeholders are our clients including but not limited to our colleagues, the government, social and business partners and society



MALTAENTERPRISE

Minimum Requirements

- A fully qualified lawyer, with a warrant to practice under Maltese law
- Must have a minimum of three (3) years of post-qualification work experience
- Verbal and written proficiency (Level C) in English and Maltese

Preference will be given to candidates that possess the below:

- Previous experience in State Aid law
- Strong knowledge and awareness of relevant legislation that falls within the remit of Malta Enterprise

Disclaimer: This position description describes the general nature and level of work performed in this role. It is not intended to be an exhaustive list of all duties and responsibilities. These are subject to change as needed by management/work exigencies. Management may, from time to time, assign other duties/functions, provided that these are commensurate with one's qualifications, skills and aptitude.