



Contracts Manager

Be involve in critical decision making
Personally rewarding
Circa S\$100k and above

Our client is an international leader in manufacturing and distribution services. It is currently looking for a Contracts Manager to join its expanding team.

Reporting to the Group Legal Counsel, you will be responsible for the management of contractual matters relating to the internal/ external clients in Singapore with emphasis on China and Taiwan. You will also provide support to management in the resolution of commercial issues and disputes, contract negotiation and reviewing of agreements.

The successful candidate must have a Degree in Law with at least five years experience in contracts administration/management. Prior experience in an electronic distribution business or sales organisation is preferred. You must have strong analytical, negotiation, communication and interpersonal skills.

Please contact Deng Mingli.
Ref: ALB/3708

Legal Executive

Be involve in critical decision making
Personally rewarding
Circa S\$65k above

Our client is the world's most comprehensive and broadly based manufacturer of health care products for the consumer and professional markets.

It has a superb opportunity for a bright and driven Legal Executive to assist its in-house Corporate Counsels. Your responsibilities are to assist the team with reviewing and drafting of corporate commercial agreement, general compliance with applicable laws, manage contracts and proof reading of documents. You will also perform legal research, legal assistance to all business units and provide training and educational program to all employees.

The successful candidate must at least hold a Diploma in Law Management with 2-3 years relevant experience in another fast paced legal department. You are likely to be an open-minded person with a pragmatic approach.

Please contact Deng Mingli.
Ref: ALB/4043