

## Experienced Lawyer, Advisory

### Requirements

- full member of the Bar Association
- 4-to-5-year experience in the provision of legal consultancy services in a multinational law firm or in a prestigious law firm
- experience in business consultancy: drafting documents, contract reviews, due diligence reports; in-depth knowledge of administrative claims and/or competition matters would be a plus
- excellent communication skills in Romanian; advanced knowledge of English is compulsory, while French and/or German are/is an advantage
- analytical thinking, proactive attitude, involvement and consistency
- good planning and computer skills (MS Office)
- technical skills and business oriented
- open-minded and gregarious team player.
- willingness to pursue and build a sound career.

### Responsibilities

The main initial tasks shall include performance of legal research and case study on particular subjects, drafting specific memoranda, attending meetings with public authorities, drafting and submitting documents with the public authorities, drafting opinions and contracts average difficulty, drafting e-mail correspondence addressed to clients based on formal instructions received from the senior team members, as well as administrative tasks related to the job performance.

You will participate in rendering legal advisory services according to client's requirements and needs, under close supervision of the senior team members / management.

**Benefits:** Internal, external and on-the-job training; diversified working fields; young, dynamic, steady and pleasant work environment. As part of your continuous professional development: various trainings, seminars and conferences in your field of activity.

Career opportunities are discussed in detail during the interview.

### How to apply

If this profile fits your background and you are interested to join our team, you are invited to send us your CV (incl. photo) and application letter (by observing the deadline). Only short-listed candidates will be contacted for interviews.

Application deadline: **21.10.2015**

Application code (to be mentioned in e-mail "Subject" line): **"Experienced Lawyer – Advisory"**

Email address: [careers@duncea-stefanescu.ro](mailto:careers@duncea-stefanescu.ro)

More details on: <http://duncea-stefanescu.ro/careers/>