

ARVIND SMARTSPACES

Job Description

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| Designation | : | Head of the Department - Legal |
| Experience | : | 10+ Years |
| Qualification | : | Law Graduate from a Premier Law Institute / National Law School |
| Department | : | Legal |
| Reporting To | : | Chief Operating Officer |
| Job Location | : | Ahmedabad, Gujarat |

Brief Description of the Role:

The Head – Legal should be able to analyse and identify the legal risks and implications of the business transactions, keeping the senior management informed of developments in laws and regulations that potentially affect the business of the Company. He should have a strong legal acumen and understanding to be able to independently head the large department. He should have Experience of working with senior legal professionals on various drafting and litigation matters.

Job Profile:

The Candidate is expected to do the following on an ongoing basis:

- Drafting of MOUs, Term Sheets, Agreements, Commercial Contracts and Agreement to Sell, Conveyance Deeds, Notices, Security Documents and other transaction and structuring of documents pertaining to Real Estate business.
- Understand, review and comment on the Title due diligence.
- Understand various court processes and advise the management on legal strategy.
- Liaise with authorities like Revenue, Stamp, RERA, etc.
- Ensure compliance of various applicable laws.

Skills & Attributes:

- Strong legal acumen and drafting skills.
- Strong Communication skills.
- Knowledge of Real Estate transactions, drafting, relevant laws and RERA.
- Ability to read and understand Gujarati or Kannada will be an added advantage.
- Knowledge of Gujarat and/or Karnataka Revenue Laws.

Note: Interested candidates with relevant experience in real estate industry may share their CVs through email at career.asl@arvind.in

Please mention the position applied for in the subject of the email.