**United Arab Emirates**

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<th>Department:</th>
<th>Support</th>
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<td><strong>Job title:</strong></td>
<td>Regional Legal Counsel</td>
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**Mission:** Reporting to the Africa Middle East General Counsel, the International Legal Counsel’s main missions will include but not be limited to:

- Supporting the Africa Middle East General Counsel on all legal matters in the region.
- Maintaining close relations with and advising management across the region.
- Supporting on and maintaining corporate governance and risk management processes.
- Contracts: responding to tenders; drafting, reviewing and negotiating contracts and contract variations; preparing precedents; maintaining a database of client contracts; maintaining E&R KRTs; supporting on supply chain contracts, drafting all kind of commercial contracts.
- Corporate: managing the corporate affairs in the region, including setting up and maintaining delegations of authority and delegations of power.
- Providing training to stakeholders.
- Contributing to legal standards and templates as required by the business.

**Profile:**

- Qualified Lawyer with 4 years’ experience in private practice and in-house in a number of jurisdictions.
- Experience in corporate law and contract negotiations.
- Ability to build trust and good working relationships with colleagues and clients in different countries and time zones.
- Genuine interest in the operational and business aspects of Sodexo.
- Fluent English and French.
- Excellent negotiation and presentation skills.
- Self-organized, resourceful, good judgment, rigorous, pragmatic, results-oriented and can work with other specialists to deliver value-add services for the organization.
- Confidence to work autonomously, as well as with the regional and global legal function.
- Cultural sensitivity and business-focus.

**Reporting to:** General Counsel Africa and Middle East

**Location:** Dubai, United Arab Emirates

**Email:** [career.me@sodexo.com](mailto:career.me@sodexo.com)