

**The American Chamber of Commerce in Ukraine is looking for In-house Lawyer**

Position is available immediately

**Main duties:**

- Advise the Chamber on a variety of legal issues under Ukrainian law
- Draw up legal documents and prepare statements of legal opinions as needed in course of operations of the Chamber
- Perform administrative and management functions as needed for performance of job duties
- Negotiate, write and execute contracts on behalf of the Chamber
- Advise on contract status, legal risks, and the legal liabilities associated with activities of the Chamber
- Research and anticipate unique legal issues that could impact the Chamber
- Review advertising and marketing materials to ensure that they are in compliance with Ukrainian legal requirements and policies of the Chamber
- Provide training and advice to the employees on legal topics
- Ensure compliance with US legal requirements

**Employment requirements:**

- A bachelor's degree in law from a recognized Ukrainian university
- 5+ years of experience gained in large law firm and/or in-house with major firm

**Essential Skills:**

- Fluency in Ukrainian and English
- Solid knowledge of law and ability to apply it in practice
- Proven strategic, team and leadership capabilities
- Strong interpersonal and presentation skills, along with the ability to communicate effectively with others at all levels of the organization
- Strong negotiating skills
- Ability to work independently with little or no supervision and to meet deadlines

**We offer:**

- A competitive position in a dynamic, fast-paced work environment;
- Individual and professional growth opportunities;
- Competitive remuneration;
- Additional benefits, upon the completion of the probation period, may include full medical insurance, accident life insurance, extra vacation week upon annual review results, etc.

Qualified candidates are expected to send their applications **by November 6, COB** to [asemotyuk@chamber.ua](mailto:asemotyuk@chamber.ua)

We thank all applicants, however only short-listed candidates will be contacted.