



CBS International is always open for new talented people, ready to share our success and add to further development of the company. We are well aware of the fact that our success lies in people. Therefore, we provide our employees with limitless opportunity to expand on their talent and skills and work at their full potential. We welcome people who share our dedication to excellence, our client-oriented vision and our abiding interest in commercial real estate. Should you see yourself as a part of the winning team, whether as experienced real estate professional or yet as willing to grow into true expert in the field, we'd certainly like to hear from you. Due to expansion of our operations, for our office in Belgrade we are looking for:

Legal Manager

RESPONSIBILITIES:

- Providing legal advice and support on a wide range of legal activities.
- Drafting and negotiating simple and complex contracts, general and individual company legal acts (rulebooks, decisions and other legal acts)
- Advising on general business law issues and managing the legal issues of all areas of the company
- Support business in the ongoing projects/matters and its related legal requirements by acting as a trusted legal business partner to the relevant stakeholders in the organization
- Provide pro-active legal support to commercial matters and working collaboratively with relevant stakeholders
- Cooperation with the other teams and department in local entities and abroad.
- To anticipate and manage the (legal) risks connected with or resulting from the business strategy and operations.
- To secure compliance of business operations with relevant laws and regulations.
- To pro-actively create and maintain awareness of business employees for (compliance with) relevant laws and regulations.
- Dealing with issues in the field of labour law (preparation of necessary acts in the field of labour law, consultations and provision of legal advice)
- Cooperation with law offices that are engaged in representing the Company before courts, administrative and other state bodies and institutions
- Representation of the Company before relevant governmental bodies (SBRA, Republic Geodetic Authority, Ministry of Trade and various state and local bodies)
- Continuous monitoring and implementation of laws and bylaws
- Ability to deliver high-quality work under deadlines.

SKILLS

- Developed communication and organizational skills
- Focus on details
- Meticulousness in work
- People oriented and results driven
- Excellent active listening, negotiation and presentation skills
- Sound understanding of corporate business
- Strong legal experience in corporate and commercial matters
- Experience on managing external legal counsels
- Solid knowledge of general business law issues of and real estate matters, including regulatory framework
- Computer skills

EDUCATION AND EXPERIENCE

- Faculty of Law, Bachelor Degree or higher
- Previous working experience (minimum 3-5 years) on the same or similar jobs
- Proficiency in English (both written & oral)

WE OFFER YOU

- A challenging position within a leading real estate consultancy in Serbia
- Opportunity to learn and grow personally and professionally
- To be a part of high-performing team, where everyone's contribution is respected; collaborate with some of the best people in the field and feel like you belong

INTERESTED? Please share your CV in English via jobs@cw-cbs.rs

Only short-listed candidates will be contacted.

Personal data collected in this manner will only be used in accordance with the Personal Data Protection Law. Before sending your application, please inform yourself of the way CBS International collects, uses, and processes personal data related to job applicants, at the following link: <https://cw-cbs.rs/obavestenje-o-obradi-podataka-licnosti-kandidata-za-posao/>

CBS International is the leading real estate consultancy in Serbia in terms of revenue for 13 years, providing variety of services including: Office Agency, Retail Agency, Residential Sales and Leasing, Industrial Agency, Land Agency, Valuation and Development Advisory, Capital Markets, Market Research, Project Management, Facilities Management, Property Management and Marketing.

CBS International is a member of Cushman & Wakefield Alliance, a leading global real estate services firm with 52,000 employees in more than 60 countries. Cushman & Wakefield is among the largest commercial real estate services firms in the world with revenue of \$10.1 billion across core services. For more information, visit www.cw-cbs.rs | www.cushmanwakefield.com