

THE ASSOCIATED NEWSPAPERS OF CEYLON LIMITED

VACANCY

POST OF ASSISTANT LEGAL OFFICER

We are looking for a qualified and experienced individual to be appointed as an Assistant Legal Officer.

Key Responsibilities :

Handling letters of demand, defamatory cases, appeals and revisions of cases and FR matters and appearing in courts for above matters, preparing Agreements, Contracts, Board papers and other Legal drafts.

Required Qualifications :

- * Should be an Attorney-at-Law.
- * Bachelor of Law (LLB) from a recognized University is an added qualification
- * Minimum of five (05) years post qualifying experience and authority to function as a Notary in Sinhala and English.
- * Experience in drafting agreements will be considered as an added qualification

Preference will be given to applicants with experience in handling Labour issues, Labour Tribunals and Labour Inquiries.

Age : Below 35 years.

An attractive salary and fringe benefits await the right candidate. If you have the above qualifications and wish to apply, please send your CV with names and contact details of two non-related referees stating the position applied for in the subject line of the email or on the top left hand corner of the envelope within 07 working days of this advertisement to under-mentioned address.



**LAKE
HOUSE**

Head of Human Capital

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