



PR/123045 | Legal & Compliance Officer

Job Information

Recruiter

JAC Recruitment Indonesia

Job ID

1549693

Industry

Bank, Trust Bank

Job Type

Permanent Full-time

Location

Indonesia

Salary

Negotiable, based on experience

Refreshed

July 8th, 2025 17:22

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Business Level

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

This Full-time position is responsible for providing strategic, high quality and timely legal and compliance support to the company's business operations.

Job Description:

- Drafting, reviewing and negotiating a variety of commercial agreements and legal instruments
- Advising on regulatory corporate and commercial matters related to the company's strategic initiatives
- Supporting investments, tenders & new business opportunities
- Ensuring the company operates in compliance with relevant laws, regulations and internal policies
- Identifying and mitigating legal risks for the business
- Providing guidance and support to other team members as needed

Requirements:

- +3 years of post qualification experience in corporate & commercial law
- Bachelor's degree in Law or any related field
- Substantial experience gained either at a law firm or in house legal team
- Broad expertise in areas such as commercial contracts, M&A, regulatory compliance, privacy and intellectual property
- Proven ability to provide pragmatic, commercially focused legal advice to business stakeholders
- Strong written and verbal communication skills with the ability to explain legal concepts clearly
- Fluency in English is mandatory
- Demonstrated experience in managing tasks autonomously while also collaborating effectively within a team
- Responsible in general meeting of shareholders, annual reports, presentations and media monitoring

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Company Description