



## PR/095540 | Legal Manager

### Job Information

#### Recruiter

JAC Recruitment Vietnam Co., Ltd

#### Job ID

1574802

#### Industry

Real Estate Brokerage, Management

#### Job Type

Permanent Full-time

#### Location

Vietnam

#### Salary

Negotiable, based on experience

#### Refreshed

January 27th, 2026 10:52

### General Requirements

#### Minimum Experience Level

Over 6 years

#### Career Level

Mid Career

#### Minimum English Level

Business Level

#### Minimum Japanese Level

None

#### Minimum Education Level

Associate Degree/Diploma

#### Visa Status

No permission to work in Japan required

### Job Description

#### Company and Job Overview

JAC Vietnam is supporting our client, a foreign real estate developer, in hiring a Legal Manager to strengthen their legal function and support key investment projects.

Location: Ho Chi Minh City

#### Job Responsibilities

- Review contracts, licensing documents, and other legal documents related to ongoing projects after investment completion.
- Monitor and assess legal risks associated with each project.
- Respond to project-related inquiries from Project PICs and provide legal support as needed.
- Review contracts related to company operations and managed standard contract templates.
- Handle inquiries related to company operations from PICs and provide necessary support.
- Share information in a timely manner and organize regular meetings for knowledge sharing (including legal updates, political developments, and topics discussed within project teams).
- Update and maintain intranet content (contract templates, inquiry procedures to the Legal Department, and other useful information).
- Respond to additional inquiries from PICs and provide support as required.
- Coordination with the headquarters legal team is required.

- Provide additional legal support to PICs whenever possible.

#### Job Requirements

- Over 5 years of experience in a Legal Department within the real estate industry, particularly in investment and project management
- Hands-on experience with foreign investment activities, including project transfers, capital/land contributions, etc.
- Solid experience in contract-related work, such as construction contracts, sales agency agreements, and sales contracts with customers
- Willingness to support all legal matters of the company
- Proficiency in spoken and written English
- Practical experience in real estate operations in compliance with the Law on Real Estate
- Business, Housing Law, and related regulations
- Experience in project finance contract execution

**Notice:** By submitting an application for this position, you acknowledge and consent to the disclosure of your personal information to the Privacy Policy and Terms and Conditions, for the purpose of recruitment and candidate evaluation.

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#### Company Description