



PR/123422 | Legal Assistant Manager

募集職種

人材紹介会社

ジェイエイシーリクルートメントインドネシア

求人ID

1568081

業種

証券

雇用形態

正社員

勤務地

インドネシア

給与

経験考慮の上、応相談

更新日

2026年03月17日 09:00

応募必要条件

職務経験

6年以上

キャリアレベル

中途経験者レベル

英語レベル

ビジネス会話レベル

日本語レベル

無し

最終学歴

短大卒：準学士号

現在のビザ

日本での就労許可は必要ありません

募集要項

Job Summary

We are seeking an experienced Legal Assistant Manager to lead and manage a legal team.

Key Responsibilities

- Lead and supervise the legal team, ensuring effective performance and development.
- Review, draft, and negotiate various agreements and contracts.
- Identify potential legal risks and provide strategic recommendations.
- Ensure compliance with applicable laws, regulations, and company policies.
- Collaborate with internal stakeholders to support business objectives.
- Maintain accurate documentation and records for all legal matters.

Requirements

- Proven experience in leading a legal team.
- Strong proficiency in English (written and spoken).
- Prior experience working in a multinational company environment.
- Excellent knowledge of contract law and corporate legal practices.
- Experience in manufacturing industry is an advantage

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会社説明