

Advertisement No: MFMC/I/2024/30

LEGAL EXECUTIVE

1. Scope of work

The main responsibility of the Legal Executive is to plan and direct all aspects of Maldives Fund Management Corporation's (MFMC) legal affairs and ensure all business policies and activities are managed in compliance with applicable laws and regulations. The Legal Executive is expected to provide legal support and advice pertaining to the projects undertaken by the organization.

2. Specific responsibility

- 2.1 Provide legal advice for investment funds, including advice with respect to their design, development, launch, maintenance, and regulatory considerations.
- 2.3 Assist with drafting and negotiating fund documentation with investors and clients including investor side letters and investment management agreements.
- 2.4 Review fund documentation in relation to a variety of fund structures and asset classes.
- 2.5 Drafts, negotiates, and manages customer contracts (e.g., fund administration and custody agreements) as well as related agreements or legal documents.
- 2.6 Monitors regulatory developments in the Maldives including changes to laws, regulations, policies, and guidelines, and propose changes to official agreements and documents.
- 2.7 Review and monitor company's corporate governance compliance, provide counsel and guidance to management with all matters related to corporate and legal affairs.
- 2.8 Advise and assist as needed to undertake the work carried out by MFMC in collaboration with international organizations.
- 2.9 Review and advise on official papers received from the Parliament, President's Office, and other institutions, and facilitate the preparation of the responses as required.
- 2.10 Draft legal documents as required by the Company including agreements, legal notices, and other such documents.

3. Requirements

- 3.1 Undergraduate degree in law.
- 3.2 Work experience of minimum 1 year preferably in commercial law.
- 3.3 Experience in fund structures, banking, finance, or related field will be an added advantage.

4. Preferred Skills:

- 4.1 Results oriented and proactive, with excellent written and oral communication skills in Dhivehi and English.
- 4.2 Sound understanding of the Maldivian legal system, principles underlying commercial law and international best practices in the field; understanding and familiarity with Government regulations.
- 4.3 The successful candidate must understand the objectives and delivery mechanism of the project portfolio.
- 4.4 Willing to work in a team, be flexible to emerging and changing conditions, and undertake initiative in their broad field of actions.

Remuneration: MVR 16,180 to MVR 21,180 (based on qualification and experience)

Interested candidates, please your ID Card Copy, Accredited Certificate Copies, Reference Letter to HR@mfmc.mv