بسم الله الرحمن الرحيم

Maldives Fisheries and
Ocean Resources Marketing
and Promotion Corporation Limited
Company Reg. no.: C09282024

Job Announcement

Date: 25th November 2026 **No**: MFORMPC-IUL/2026/0007

Position	Legal Officer
No of Vacancies:	01
Department:	Corporate Affairs
Salary:	Depending on the educational qualifications and relevant experience.

Qualification & Experience

- Bachelor's Degree in Law (LLB), or Shariah & Law;
- Minimum of 1 (one) year of relevant professional experience in legal practice, corporate legal affairs, legal advisory services, or regulatory compliance; and
- Must hold a valid practicing license issued by the Bar Council of the Maldives, authorizing the candidate to practice law in the Maldives.

Skills and Competencies

- Sound knowledge and understanding of the Corporate Governance Code, Companies Act (Act No. 7/2023), and other relevant laws, regulations and regulatory frameworks applicable to the Corporation.
- Demonstrated experience in handling legal matters, including contract drafting and review, legal advisory, litigation or court representation.
- Experience in corporate governance, statutory compliance and providing legal support to Boards and senior management will be an advantage.
- Strong legal research, analytical and interpretation skills, with the ability to assess complex legal matters and provide sound, practical legal advice.
- Excellent drafting skills, with the ability to prepare and review contracts, agreements, legal opinions, pleadings, court submissions, reports and other legal documents.
- Proven ability to represent clients in court proceedings and handle litigation and dispute resolution matters in accordance with applicable laws and professional requirements.
- Sound understanding of corporate governance principles, statutory obligations and regulatory compliance requirements.
- Strong negotiation, problem-solving and decision-making skills, with the ability to identify legal risks and recommend appropriate solutions.

- Excellent verbal and written communication skills, with the ability to communicate legal matters clearly to management, Board Members, employees and external stakeholders.
- Ability to engage and coordinate effectively with government institutions, regulatory authorities, courts, external legal practitioners and other relevant stakeholders.
- High level of professional integrity, confidentiality, independence and discretion when handling sensitive legal and corporate matters.
- Strong organisational and time-management skills, with the ability to manage multiple legal matters, competing priorities and strict statutory or court deadlines.
- Proficiency in Microsoft Office applications and electronic document management systems.
- Ability to work independently, exercise sound professional judgment and provide timely legal support in a dynamic corporate environment.

Responsibilities:

1. **Contractual and Commercial Legal Support**
   - Draft, review and provide legal comments and recommendations on contracts, agreements, Memoranda of Understanding (MoUs), Letters of Intent, partnership agreements, licensing agreements and other legal instruments.
   - Examine contractual terms and conditions to identify potential legal risks, liabilities, obligations and exposures affecting the Corporation.
   - Support the negotiation, review and finalisation of commercial agreements and contractual arrangements in consultation with management and relevant departments.
   - Monitor contractual obligations, validity periods, renewal requirements and compliance with agreed terms and conditions.
   - Establish, maintain and regularly update a register of contracts, agreements, MoUs and other legally binding instruments entered into by the Corporation.
2. **Legal Advisory and Compliance**
   - Provide legal advice and guidance to the Managing Director, management and relevant departments on operational, administrative, commercial, employment and corporate legal matters.
   - Interpret and advise on applicable laws, regulations, rules, directives and other legal requirements relevant to the Corporation's operations and business activities.
   - Conduct legal research and provide analysis on legislative and regulatory developments that may affect the Corporation's operations, business activities and strategic objectives.
   - Identify potential legal and regulatory risks and recommend appropriate measures to prevent, address and mitigate such risks.
   - Assist in the development, review and updating of internal policies, procedures, guidelines and other corporate documents to ensure legal compliance.
   - Monitor legislative and regulatory developments and assess their potential implications for the Corporation's operations, commercial activities and strategic objectives.

- Keep abreast of changes in applicable legislation, regulations and legal developments, and communicate relevant updates and their implications to management and concerned departments.
- Promote awareness among management and employees of applicable laws, regulations, internal policies and legal compliance requirements.

3. Corporate Governance and Statutory Compliance

- Provide legal support on matters relating to the Companies Act (Act No. 7/2023), the Corporation's Articles of Association and other applicable corporate governance requirements.
- Assist in ensuring the Corporation's compliance with statutory obligations, regulatory filings, reporting requirements and other applicable legal requirements.
- Provide legal support in the preparation, review and updating of corporate policies, charters, terms of reference and governance frameworks.
- Provide legal guidance to management on corporate governance matters and the Corporation's legal and statutory obligations.
- Support the Company Secretary in addressing legal and statutory matters relating to Board and Board Committee activities, where required.
- Monitor legal proceedings and court cases involving the Corporation, coordinate with external lawyers and keep management informed of significant developments and outcomes.
- Assist in strengthening the Corporation's corporate governance and legal compliance frameworks through appropriate legal advice, recommendations and support.

4. Legal Risk Management and External Legal Coordination

- Identify, assess and document legal risks arising from the Corporation's operations, commercial activities, contractual arrangements and partnerships.
- Recommend appropriate measures to prevent, minimise and manage identified legal risks.
- Liaise with government institutions, regulatory authorities, courts, external legal practitioners and other relevant stakeholders on legal and corporate governance matters.
- Coordinate with external lawyers on matters requiring specialised legal expertise, formal legal opinions, complex contractual advice or legal representation.
- Facilitate the provision of relevant information, documentation and supporting records to external lawyers in relation to legal disputes, claims, litigation and other specialised legal matters.
- Monitor the progress of legal matters handled by external lawyers and provide relevant updates to management.
- Assist in maintaining records of actual and potential legal disputes, contractual breaches, claims and other legal matters.

5. Litigation, Court Representation and Dispute Resolution

- Represent the Corporation in court proceedings and other legal forums, where duly authorised, in relation to civil, commercial, employment and other legal matters.
- Prepare, review and submit legal pleadings, statements, affidavits, applications, submissions and other court-related documents on behalf of the Corporation.

- Manage and follow up on litigation, legal claims, disputes and other proceedings involving the Corporation, ensuring timely action and compliance with court directions and deadlines.
- Advise management on litigation strategies, potential legal exposures, dispute resolution options and the implications of court decisions and judgments.
- Coordinate with relevant departments to obtain information, evidence and supporting documentation required for legal proceedings.
- Monitor the progress of legal proceedings and maintain proper records of ongoing and concluded cases.
- Coordinate with external lawyers and specialised legal practitioners on matters requiring additional legal expertise or representation, where necessary.

6. Documentation and Reporting

- Maintain and safeguard proper records of contracts, agreements, legal correspondence, legal advice received and other relevant legal documentation.
- Establish and maintain an effective legal document management and tracking system to facilitate the monitoring of contractual obligations, legal matters and statutory requirements.
- Prepare periodic reports on legal matters, regulatory compliance, contractual obligations, ongoing disputes and identified legal risks.
- Promptly bring significant legal and regulatory developments, potential legal exposures and compliance concerns to the attention of management.
- Ensure the confidentiality, accuracy and proper handling of all legal records and sensitive corporate information.
- Perform any other duties and responsibilities assigned by the Managing Director or relevant supervisor that are consistent with the scope and level of the position.

Application deadline: 3rd December 2026, 23:59 hrs.

Interested candidates are requested to submit the following documents **as a single PDF file** to hr@mformpc.mv

1. Completed Job Application Form
2. Copies of attested academic qualifications and transcripts (duly accredited, where applicable).
3. Employment verification letters
4. Copy of National Identity Card
5. Curriculum Vitae