

Role Definition

Job Title: Legal Counsel - Contracts
Reporting to: the General Counsel/Head of Legal on a daily basis and ultimately to the Head of Management Group.

Responsibilities

- Providing timely and effective legal advice to the commercial and design teams on project contracts globally including architectural and engineering appointments, joint venture/association agreements, sub contracts of services, collateral warranties and ancillary documents, including structuring advice to take account of tax, mobility and local licensing constraints.
- Review and comment on local insurance arrangements and performance bond terms in respect of projects you are supporting.
- Where necessary and subject to proactive cost management, liaise with external counsel in the relevant project location to ensure specific legal issues for that jurisdiction have been identified and where appropriate addressed in the project documentation.
- Provide support to the Partners in the Legal Team on ad hoc legal issues for the business as required for example disputes, corporate governance, IPR etc.
- Update internal knowledge databases for new advice received.
- Conduct legal research as needed and provide written analysis of results.
- To keep the General Counsel up to date with all work streams and matters on which involved;
- Thorough knowledge and compliance with F+P Procedures and Standards.

Qualities and Skills required

- Qualified legal professional with at least 3 years PQE, strong academics and experience working in both contentious and non-contentious construction gained either in Private Practice or In-house (or preferably both). However, other candidates will be considered if they can demonstrate comparable experience.
- Proven ability to provide relevant and proportionate legal support on a wide and varied range of commercial arrangements and in particular, appointments for architectural and engineering services and associated joint venture arrangements.
- Strong commercial sense, pragmatism, organisational skills and resilience to cope with conflicting demands and tight deadlines without losing the requisite attention to detail. Able to prioritise duties and work under pressure while remaining calm and professional at all times.
- Exceptional drafting and negotiating skills with the ability to draft and negotiate both bespoke and industry standard agreements
- Ability to analyse legal issues and risks within the context and needs of the business combined with excellent written and verbal communication skills.
- Excellent interpersonal skills and able to work independently and as part of an effective team.
- A “self-starter” able to take responsibility with a flexible approach to carry out duties as required.
- Able to demonstrate initiative and a proactive approach to daily tasks.
- Due to the nature of the position and the requirement to meet deadlines, there will be a requirement to work additional hours on occasions where necessary.
- Legally able to work in the UK. Fluency (spoken and written) of the English language.

Desirable

- Fluency in another language/other languages would be advantageous.
- Previous in-house experience in a construction or design environments would be an advantage

This description reflects the core activities of the role but is not intended to be all-inclusive and other duties within the group/department may be required in addition to changes in the emphasis of duties as required from time to

time. There is a requirement for the post holder to recognise this and adopt a flexible approach to work. Job descriptions will be reviewed regularly and where necessary revised in accordance with organisational needs. Any major changes will be discussed with the post holder.

March 2019