



Job Description

Job title: Junior Associate
Department: Corporate
Jurisdiction: Luxembourg

The Firm

The Ogier Luxembourg office offers tailor made legal advice to investment funds, private equity and financial institutions on cross-border transactions.

We act for asset managers, banks, corporate and private equity institutional clients based primarily in London, Continental Europe, East Asia and North & South America. Our teams of internationally experienced lawyers provide specialised legal advice (including on a comparative multijurisdictional basis) through the full life-cycle of our clients' structures.

As the only provider of legal services with a significant presence in both Luxembourg and the leading international jurisdictions of the BVI, Cayman, Guernsey and Jersey, Ogier is uniquely placed to provide fully integrated advice on both Luxembourg and offshore laws and investment structures/vehicles.

Purpose of the role

We are currently looking for Associates for our Corporate department with an international mind-set, strong commitment and creativity. You would join Ogier, a leading international offshore law firm with a global network of offices, 450 employees and 55 partners in 9 jurisdictions.

Key Responsibilities

- Support senior fee earners by providing technically sound legal advice directly to clients with appropriate supervision
- Deliver chargeable hour's budget
- Manage 'work in progress and debt' in accordance with business standards
- Contribute to producing fee estimates and quotations
- Ensure clients are fully informed as to the fees and disbursements that will be incurred on each matter and provide updates as required
- Understand the full range of services offered by Ogier and seek opportunities to develop new client work
- Deliver excellent client service at all times

Competencies

- You have completed a postgraduate law degree, ideally complemented with an additional degree gained abroad (LL.M or Business School degree);
- Good technical knowledge from a corporate background
- IP/IT & Securitization interest or experience
- You are a team player and fitting well with our open, entrepreneurial culture;
- You are autonomous, dynamic, flexible, proactive, service-oriented, have excellent communication skills and are committed to delivering high-quality work; and
- You have a perfect command of both written and spoken English and French. Any other language would be an asset;
- No prior experience is required, but candidates with up to two years of experience are welcome to apply.

Job description (cont.)

What we offer

- A practical experience including direct contact with clients and experienced lawyers and partners, who are true experts in their field;
- A dynamic and multicultural working environment;
- The possibility to develop a deep expertise and gain substantial exposure to various practice areas and to be progressively involved in marketing and business development initiatives;
- Autonomous file management under the supervision of a senior lawyer or partner; and
- A training programme to develop your legal, business and soft skills in close collaboration with our Jersey head office.

Contact

If you are interested to join an international growing law firm, please send your application (including cover letter and resume in English) to recruitment@ogier.com

Regulatory information can be found at ogier.com