



## JOB DESCRIPTION

### - ASSOCIATE LAWYER -

ACSV Legal is seeking a corporate and commercial lawyer based in HCMC, Vietnam for a rewarding opportunity. We offer a competitive salary while allowing a reasonable work-life balance because we give people time with family and friends to enable our lawyers to re-charge their batteries. Become part of a great team with regular outside-office lunches and outings.

<b>Job Title:</b>	Associate Lawyer
<b>Reporting to:</b>	Senior Associate or Special Counsel
<b>Working hours:</b>	Full-time position Monday to Friday (inclusive)
<b>Salary:</b>	Attractive salary and bonus (depending upon experience)
<b>Benefits include:</b>	Private medical insurance, parking allowances, 13 <sup>th</sup> month salary for 12 months of service (pro-rata)

#### Roles & Responsibilities:

- Provide legal advice to local and foreign businesses on all aspects of Vietnam law;
- Supervise/manage projects and ensure projects are delivered on time/budget, meeting client expectations;
- Develop/manage client relations as well as win client work;
- Be responsible for business development activities and targets; and
- Provide training to the more junior lawyers.

#### The successful candidate should:

- Be qualified as a Vietnamese lawyer;
- Have at least three years' PQE;
- Ideally have previous experience working at an international or leading domestic law firm; and
- Have extensive experience in licensing, drafting general corporate and commercial contracts, joint venture agreements, employment contracts and mergers & acquisitions matters.

#### In addition, the successful candidate will have the following attributes and competencies:

- Class academic record;
- Highly effective communicator (both orally and written in English and Vietnamese);
- Excellent drafting skills in English and Vietnamese;
- Corporate experience involving cross-border transactions;
- Strong technical, client relation and commercial skills appropriate for the level of experience;
- Able to work independently, but also able to work as part of a bigger team and supervise more junior lawyers;
- Able to take on a high degree of responsibility and manage a challenging workload;
- Committed to provide an excellent service to our clients;
- Proactive involvement in business development and knowledge management;
- Work in an organised and methodical manner; and
- A positive attitude.

**ACSV Legal is committed to equality and diversity and welcomes applications from all sections of the community.**

You can contact us to discuss this role in more detail or apply immediately via [hr@acsvlegal.com](mailto:hr@acsvlegal.com).