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Legal Compliance Manager - Michael Page

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Company: Talent Pal

Location: dubai

Category: other-general

Exciting Opportunity to join a global aviation services firm Must have 34 years of compliance experience About Our Client A global aviation serviced firm headquartered in Dubai.Job Description Maintain Global entity administration: directorships share transfers corporate changesManage Blueprint and create corporate structure chartsOrganise board activities and written resolutions obtain authorisations for daytoday businessCoordinate service approvals and weekly internal meetingsLiaise with global company secretaries and service providersKey contact for specified registry in Legal Compliance TeamCoordinate new entity incorporations globallyPromptly complete KYC requests facilitate policy trainingGenerate compliance reports and metricsThe Successful Applicant Undergraduate Degree in relevant discipline preferably Law34 years of experience in a Corporate Legal Department Law Firm or Corporate Service Provider Qualification from the Chartered Governance Institute UK & Ireland or equivalent is preferred or training in corporate secretarial practiceBlueprint experience is preferable Excellent PC skills and attention to detail Experience in coordinating board and annual meetings corporate filings and preparing corporate documentation Whats on Offer The chance to join an established compliance team with great progression opportunitiesTaxfree salary and competitive benefits packageThis job has been sourced from an external job board. More jobs on [#J-18808-Ljbffr](#)

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