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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 changes Manage Blueprint and create corporate structure charts Organise board activities and written resolutions obtain authorisations for daytoday business Coordinate service approvals and weekly internal meetings Liaise with global company secretaries and service providers Key contact for specified registry in Legal Compliance Team Coordinate new entity incorporations globally Promptly complete KYC requests facilitate policy training Generate compliance reports and metrics The Successful Applicant Undergraduate Degree in relevant discipline preferably Law 34 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 practice Blueprint 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 opportunities Taxfree salary and competitive benefits package This job has been sourced from an external job board. More jobs on [#J-18808-Ljbffr](#)

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