

Manager – Contract Advisory Jobs In Dubai | Injazat

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Company: Injazat

Location: abu dhabi

Category: other-general

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Oversee and manage all aspects of contract management at Injazat, working with clients, legal teams & internal stakeholders to ensure the effective negotiation, drafting, and management of all contracts. You will review contracts, assess risks and ensure compliance with all legal and regulatory requirements, developing and implementing best practices, and ensuring efficiency & effectiveness across the organization.

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Responsibilities

Collaborate with clients, legal teams, and internal stakeholders to negotiate and draft contracts in line with larger business objectives.

Conduct thorough reviews of contracts, identifying potential risks and recommending appropriate mitigation strategies.

Analyze complex contractual terms and conditions, ensuring compliance with all government & internal legal & regulatory requirements.

Develop and implement standardized processes and procedures for contract management, including contract templates, guidelines, and tracking mechanisms.

Maintain a thorough and organized contract repository, ensuring accurate and timely updates.

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Requirement

Build and maintain solid, long-term relationships with clients, vendors, and internal teams.

Act as a trusted advisor, providing expert guidance on contractual matters and promoting effective communication and collaboration.

Stay up-to-date with relevant laws, regulations, and industry best practices.

Provide guidance on legal and compliance requirements and collaborate with legal counsel to resolve contract-related issues.

Continuously review and enhance contract management processes, leveraging technology and automation tools to streamline workflows and improve efficiency.

Bachelor's degree in Law, Business Administration, or a related field

Relevant certifications, such as Certified Commercial Contracts Manager (CCCM) or Certified Professional Contracts Manager (CPCM),

Sound knowledge of contract law, legal principles, and best practices in contract negotiation and drafting

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