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## Specialist Lease Contract Management Jobs In Dubai UAE 2023 | Majid Al Futtaim

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**Responsibilities and Accountabilities:**Create entries for Lease deals in the Data Capture System based on the input received from the Leasing Team in Asset Management.

Prepare the draft and final Lease Agreements, Amendments and Deeds to be checked by the appropriate personnel for accuracy and ensure that the same is in accordance with the terms and conditions agreed at the time of closing lease deal and send the same to the client for review and acceptance.

Review the final acceptance from the client on the Lease Agreement document to ensure that there is no ambiguity in the acceptance of the terms and conditions stated in the formal lease agreement and that there is complete clarity between the Company (Asset Management Business Unit) and the tenant's commitment with regards to the

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