

Job Description: General Counsel

Department: Executive

Reports to: CEO

Location: Dubai, UAE

Employment Type: Full-time

Salary: To be discussed

Joining Date: Immediate joiners preferred

Position Summary

We are seeking a General Counsel to lead all legal, operational governance, and administrative compliance matters. The ideal candidate will have strong UAE legal experience, excellent drafting and advisory skills, and the ability to support senior management across both legal and organizational operations.

Key Responsibilities

- Provide legal advice on corporate, commercial, regulatory, and governance matters.
- Draft, review, and approve contracts, agreements, and legal documents.
- Oversee litigation, dispute resolution, and external counsel coordination.
- Ensure regulatory and operational compliance across all departments.
- Support administrative processes, policy development, and internal controls.
- Work closely with senior leadership on organizational decision-making and risk management.

Minimum Requirements

1. Bachelor's degree in Law (Master's / LLM is an advantage).
2. 10+ years of UAE experience in corporate and/or regulatory legal roles.
3. Strong knowledge of UAE laws and governance frameworks.
4. Fluency in Arabic and English.
5. Ability to handle complex legal and operational matters independently.

Preferred Skills

- UAE Nationals strongly encouraged to apply.
- Strong drafting, negotiation, and advisory skills.
- High ethics, confidentiality, and professionalism.
- Strong communication and leadership skills.

Application Process

Interested candidates should submit their CV and relevant certifications.