

Commercial Counsel I

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Company: Globalization Partners.

Location: Mexico

Category: computer-and-mathematical

What you will do:

Timely preparation, review, and negotiation of a high volume of contracts and other related documents, including but not limited to master services, consulting, license, and vendor agreements. Most contracts will be in English.

Advise the business on contractual rights, obligations, and risks.

Prepare and deliver trainings to the Sales team and other internal groups.

Work within the Company's contract management system, including maintaining life-cycle requirements, training, and alerting internal clients to key contract dates and actions.

Analyze and revise contracts to ensure compliance with company policy and regulations.

Perform other contract related activities and projects, as assigned.

Conduct corporate, compliance, and legal research.

Assist with other legal tasks, as needed.

Coordinate and drive completion of commercial related projects and assorted other legal team projects to address the needs of a global, high-growth company.

What we are looking for:

An active license to practice law in Mexico.

4-6 years of commercial law experience, including contract negotiation and administration.

Previous experience working with global sales teams is preferred.

Laser-focused attention to detail.

Contracts management software experience.

Pragmatic, sales-focused, strong work ethic, and team player.

High degree of professionalism in a client-service-focused setting.

Strong English language written and verbal communication skills.

Ability to communicate with various levels of the organization, including senior management.

Sound legal judgment, creative problem-solving, and analytical skills.

Organizational, multi-tasking, and prioritization skills.

Diligent, great organizational and people skills.

Ability to work independently and as part of a team.

Enthusiasm to get involved in new areas of law/jurisdictions.

Able to think on your feet, multitask, prioritize, and be proactive.

Ability to provide clear guidance on complex and sensitive issues with an appropriate sense of commercial risk.

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