



**The Associated Newspapers of Ceylon Limited (ANCL), widely known as Lake House, is the home and heart of print media in Sri Lanka.**

**We are seeking a dynamic and committed Legal Officer to join our organization. The successful candidate will be responsible for providing legal support and ensuring compliance with applicable laws and regulations.**



# LEGAL OFFICER

## Key Responsibilities:

- Provide legal advice and guidance to management and departments on corporate and operational matters
- Draft, review, and vet all contracts, agreements, policies, letters of demand, and other legal documents
- Ensure compliance with statutory, regulatory, and corporate governance requirements
- Handle intellectual property matters, including trademarks, copyrights, and related documentation
- Attend and assist in inquiries, investigations, and hearings as required
- Liaise with external legal advisors, regulatory authorities, and other stakeholders
- Handle litigation matters, legal correspondence, and court-related documentation
- Assist in risk management and dispute resolution activities
- Maintain proper records of legal documents and case files

## Required Qualifications:

- Should be Attorney-at-Law and Notary Public
- Bachelor's Degree in Law (LLB) from a recognized university will be an added qualification
- Minimum three (03) years of relevant post-qualification experience
- Experience and exposure in handling litigation relating to money recovery and other civil matters
- Proven experience in drafting and reviewing contracts and agreements
- Sound knowledge of civil, labour, commercial, intellectual property, contract, Law of Delict and corporate law
- Strong drafting, analytical, and negotiation skills
- Excellent written and verbal communication skills in English and Sinhala, with fluency in Tamil considered an added advantage
- Ability to work independently and meet deadlines

**Those interested please apply with detailed resume within 07 days of this advertisement to  
[careers@lakehouse.lk](mailto:careers@lakehouse.lk)**



**LAKE  
HOUSE**

THE HUMAN RESOURCES DEPARTMENT  
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