

# HUTCH



# WE'RE HIRING

## ASSISTANT MANAGER LEGAL

### Job Profile

Assistant Manager – Legal will be responsible for supporting the organization's legal function by handling commercial agreements, company secretarial, and conveyancing including lease agreements. The role involves drafting, reviewing, and negotiating legal documents, ensuring compliance with statutory and regulatory requirements, and providing legal support to internal stakeholders. The position requires strong legal knowledge, attention to detail, and the ability to manage multiple legal matters efficiently while working closely with cross-functional teams and external parties.

### Candidate Profile :

- Qualifications, Attorney-at-Law & Notary Public (English & Sinhala).
- 3-4 years of post-qualification experience, preferably in a corporate environment.
- Strong experience in commercial agreements, company secretarial work, and conveyancing (lease agreements).
- Excellent command of the English language with strong drafting and communication skills.
- High level of professionalism, attention to detail, and ability to manage multiple legal matters independently.

Email us: [vacancies@hutchison.lk](mailto:vacancies@hutchison.lk)

or Apply via <https://hutch.lk/careers> within 7 days of this advertisement.

A Member of



Fortune Global 500 conglomerate

### CKHH Telecom operations in



UK



Ireland



Sweden



Italy



Denmark



Austria



Macau



Sri Lanka



Singapore



Vietnam



Hong Kong