

## **LEGAL & INTEGRITY EXECUTIVE**

## **Roles & Responsibilities**

Review, draft, and vet agreements, contracts, and other legal documents.

Provide legal advice on corporate, commercial, and operational matters.

- Support compliance activities, ensuring adherence to statutory and regulatory requirements.
- Assist in integrity initiatives, including managing whistleblowing channels and conducting integrity awareness programmes.
- Maintain proper documentation, records, and reports related to legal and integrity work.
- Liaise with internal departments, government agencies, external counsel, and regulators.

## Requirements:

- Bachelor's Degree in Law (LLB) or equivalent.
- At least 1-3 years of experience in legal, compliance, or governance roles (fresh graduates may be considered).
- Strong understanding of Malaysian laws, regulations, and corporate governance principles.
- Excellent communication and drafting skills in English and Bahasa Malaysia.
- Strong analytical thinking, high integrity, and ability to handle confidential matters.

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