

Legal Assistant

"We are looking for the independent thinkers, the fighters, the passionate, the creative, the defiant, and the determined! We hire for attitude and then for skill. If you are passionate about building Internet companies, we want to hear from you!"

APPLY NOW

Requirements

- At least 3 years (international) working experience in preferably a well-respected law firm or similar industry leader.
- Familiar with all aspects of labor law and corporate law.
- Legal creativeness as well as a hands-on and team player mentality.
- Degree in a law subject.
- Fluent in English and Thai.

Responsibilities

- Signatures of warrants, certificates, contracts and their subsequent delivery.
- Drafting of contracts and pleadings in Thai and English.
- Organization of business and notary appointments.
- Assisting our human resource department in labor law matters.
- Assisting our managing directors in general law matters.
- Assisting our operational department in insurance brokerage matters.
- Monitoring and documentation of compliance with company approval
- Contractual reporting requirements and deadlines in order to minimize business risks.

Benefits

- Big responsibilities and project ownership.
- Fostering of personal growth in a learning and resourceful environment.
- Easy-integration into a highly professional, international and passionate team.
- Competitive compensation package for living and working in Bangkok.
- Knowledge sharing from the best entrepreneurs in the industry.
- An office in the heart of one of Asia's most international and lively cities.

About us

Rabbit Internet is a company builder and a venture arm of the BTS Group. We developed the unique Rabbit Internet Platform to bring growth to emerging Thai start-ups. We partner with entrepreneurs to build market leading Asian Internet companies and aim to serve the 600 million consumers in South East Asia by 2020.

Up for a challenge?

Share with us:
CV, start date

Email:
hr@rabbitinternet.com