



# AMAP Capital

**AMAP Capital, a dynamic and forward-thinking investment firm dedicated to shaping the future of diverse sectors.**

At AMAP Capital, we navigate the intricate landscape of commodities, real estate finance, structured finance, and technology investments, offering a comprehensive approach from seed funding to Series A stages.

Our commitment is rooted in the belief that strategic and well-calibrated investments can fuel innovation, drive growth, and create lasting impact. With a focus on seizing opportunities across multiple industries, we bring a wealth of experience and expertise to the table.

As AMAP Capital embarks on this journey, we strive to be at the forefront of emerging trends, leveraging our insights and resources to support ventures from their early stages to sustainable success. Join us in redefining the investment landscape and unlocking the potential of tomorrow's markets.

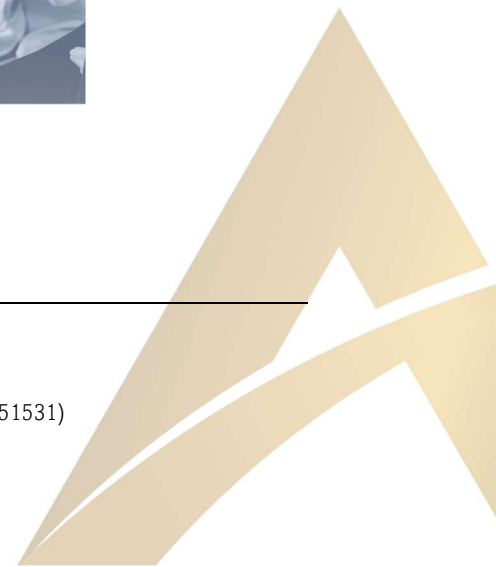
At AMAP Capital, we don't just invest; we partner with visionaries to turn ideas into reality.

*Together, let's build a future of growth and prosperity.*

AMAP Capital, investing in a responsible future.

## **Unlock Your Potential: AMAP Capital is on the Search for Exceptional Talent!**

As part of our ongoing investments initiatives, we are looking for a talented **Junior Legal & Compliance Associate**.





## Job Description:

As a Junior Legal & Compliance Associate, you will play a critical role in supporting our inhouse counsel team and ensuring legal compliance across our organization. You will be responsible for providing legal advice, conducting research, drafting, and reviewing contracts, managing regulatory compliance and assisting with various legal matters. Your expertise in legal analysis, contract negotiation, and compliance management will be vital in safeguarding the company's interests and ensuring adherence to applicable laws and regulations.

## Responsibilities:

### 1. Legal Advice and Documentation:

- ✓ Provide legal advice, guidance, and support to internal stakeholders on various legal matters, including contract interpretation, regulatory compliance, intellectual property, employment law, and risk management.
- ✓ Draft, review, and negotiate a wide range of contracts, including vendor agreements, client contracts, licensing agreements, and non-disclosure agreements.
- ✓ Conduct legal research, analyze legal issues, and provide recommendations to help guide informed business decisions.
- ✓ Maintain and update legal templates, standard operating procedures, and contract management systems to ensure legal compliance and efficiency.

### 2. Regulatory Compliance:

- ✓ Stay informed about applicable laws, regulations, and industry standards to ensure the company's compliance with all legal requirements.
- ✓ Develop and implement compliance programs and policies to address legal and regulatory obligations.
- ✓ Conduct compliance audits and risk assessments to identify areas of non-compliance and implement corrective actions.
- ✓ Provide training and education to employees on legal and compliance matters to promote awareness and adherence to company policies.



### 3. Contract Management:

- ✓ Manage the company's contract lifecycle, including drafting, reviewing, and negotiating contracts with clients, vendors, and business partners.
- ✓ Ensure contracts comply with legal requirements, company policies, and industry standards.
- ✓ Collaborate with internal stakeholders and external parties to resolve contractual issues and disputes.
- ✓ Maintain a contract database, track contract renewals, and provide timely reminders for contract obligations and deadlines.

### 4. Legal Research and Analysis:

- ✓ Conduct legal research and analysis on various topics, including new legislation, case law, and regulatory developments, to ensure compliance and provide guidance to internal stakeholders.
- ✓ Prepare legal memoranda, summaries, and reports to communicate research findings and recommendations to senior management and relevant departments.

### 5. Risk Management and Dispute Resolution:

- ✓ Identify and assess legal risks associated with business activities and propose risk mitigation strategies.
- ✓ Assist in managing disputes, litigation, and other legal matters, including coordinating with external legal counsel when necessary.
- ✓ Support the development and implementation of strategies for resolving disputes and minimizing legal exposure.

### 6. Compliance Reporting and Training:

- ✓ Prepare and submit regulatory filings, reports, and disclosures as required by applicable laws and regulations.
- ✓ Develop and deliver training programs and presentations to educate employees on legal and compliance matters, including code of conduct and ethics training.



## Requirements:

- ✓ Juris Doctor (J.D.) degree from an accredited and reputable law school.
- ✓ Admitted to practice law in the relevant jurisdiction.
- ✓ Minimum of 2 years of experience as a legal counsel or associate in a law firm or inhouse legal department, with a focus on legal and compliance matters.
- ✓ Strong knowledge of contract law, corporate law, and regulatory compliance.
- ✓ Experience in drafting, reviewing, and negotiating a variety of commercial contracts.
- ✓ Knowledge of relevant laws and regulations applicable to the industry in which the company operates.
- ✓ Familiarity with risk management principles and practices.
- ✓ Excellent legal research, analytical, and problem-solving skills.
- ✓ Strong attention to detail and the ability to prioritize and manage multiple tasks and deadlines.
- ✓ Excellent written and verbal communication skills, with the ability to communicate complex legal concepts to non-legal stakeholders.
- ✓ Strong interpersonal skills and the ability to work collaboratively with cross-functional teams.
- ✓ Demonstrated ability to exercise sound judgment and maintain confidentiality.
- ✓ Proficiency in legal research tools and technologies.
- ✓ Experience working with international legal matters and exposure to global compliance requirements is a plus.
- ✓ Must be able to work independently.
- ✓ Multi-lingual on Business level proficiency in: English, German, and Spanish.
- ✓ Reporting to: Founder/CEO.

## Offer:

- ✓ **Market rate offer + bonus**
- ✓ **Hybrid work opportunity**
- ✓ **International work environment**
- ✓ **Travel**