



# GET READY TO JOIN US



## LEGAL MANAGER – COMPLIANCE

Botswana Railways invites fully qualified Legal Professionals, with a good track record of accomplishment to apply for the position of **Legal Manager- Compliance** tenable at **Mahalapye – Headquarters**. This position reports directly to the **General Counsel and Board Secretary** within the **Legal Services Division**.

### Main Purpose of the Job:

The candidate is responsible to plan, organize, coordinate and manage the delivery of the day-to-day provision of legislative drafting services to the Legal Services Division, and to ensure that Botswana Railways activities are consistent with relevant laws and other legislations within the region thereby contributing to the achievement of BR objectives and mandate.

### Position Requirements:

- Educational:** Bachelor of Laws Degree (LLB) from any recognized university; Relevant qualification in Compliance. Admission to practice in the Courts of Botswana
- Experience:** At least five years post-qualification experience in corporate legal work, civil litigation and contracts negotiations, two of which should have been at the professional or supervisory level or equivalent.

### Competencies

- Provision of interpretation of legal instruments.
- Drafting of legislation and instruments consistent with Botswana laws
- Budget control and planning
- Compliance with Governance and Statutory requirements
- Provision of legal advice
- Ensures administrative matters relating to Legal Services are handled.
- Representing BR as Attorney at law.

### Key Results Areas

- Strategic Orientation
- Research and Innovation
- Negotiation and Advocacy
- Communication Skills
- Quality/Results Oriented
- Customer Focus
- Team Leadership
- Planning & Organising
- Critical Thinking
- Consultations & Interpersonal Relations

### Remuneration

Botswana Railways offers competitive salary and benefits.

Interested candidates who meet the above requirements with the ability to make a significant contribution to the **Legal Field**, within the operations of Botswana Railways, may forward their applications together with their curriculum vitae, certified copies of qualifications and at least three references of position in authority to [recruitment@botrail.bw](mailto:recruitment@botrail.bw) or send to: -

Director Corporate Services  
Botswana Railways  
Private Bag 0052  
**MAHALAPYE**

Telephone: 4711375

**Closing date: July 07, 2023.**

Only shortlisted candidates will be responded to:

Vacancy