

LEGAL MANAGER, GROUP LEGAL

Location: Copenhagen, Denmark

PANDORA IS CURRENTLY LOOKING FOR A LEGAL MANAGER FOR OUR GROUP LEGAL FUNCTION GOVERNING ALL LEGAL ASPECTS FOR PANDORA GLOBALLY. AS A PART OF THIS ROLE YOU WILL FOCUS ON LEGAL COMPLIANCE ON A GLOBAL LEVEL INCLUDING NASDAQ LISTING ISSUES, MAR COMPLIANCE, AML AND ANTI-BRIBERY. THIS IS A NEW POSITION AND YOU WILL BE WORKING CLOSELY WITH AND REPORT TO THE GROUP VP LEGAL AND GENERAL LEGAL COUNSEL.

With reference to our VP, Group Legal & General Counsel, you will be responsible for Legal compliance handling and globally working together with local business units and regional legal managers. You will become part of the Global Legal community within PANDORA with opportunity to work on projects on a global scale and secure overall alignment.

Responsibilities:

- Issue legal opinions and general legal advice to management, Group Legal and operation
- Work closely with VP Group Legal and assist across various assignments including Legal assistance to the board of directors
- Develops initiates, maintains, and revises policies and procedures for the general operation of Pandora Group's legal compliance program and its related activities to prevent illegal, unethical, or improper conduct throughout the Group.
- Identifies potential areas of compliance vulnerability and risk; develops/implements corrective action plans for resolution of problematic issues, and provides general guidance on how to avoid or deal with similar situations in the future. Evaluates compliance landscape in new markets and countries and develops plan and policies as needed.
- General legal support to the Group – main focus:

NASDAQ / listing issues including

- MAR compliance
- Disclosure issues/handling
- Internal Rules/Insider rules, insider list
- NASDAQ rules for issuers of shares/ corporate governance
- Proxy voting agencies (ISS/Glass Lewis)
- Maintain, revise policies and procedures
- Provide guidance to Management and employees
- Develop relevant training programs

Legal Compliance / global – within;

- AML (anti money laundering)
- Anti-bribery

- Code of Conduct
- EU competition rules
- Down raid manual & education
- EU Data Protection rules

Miscellaneous Commercial matters including Rental Agreements

The position requires ability to travel regionally and internationally for up to 20 days a year.
Start date: preferably Q1 2017

Values:

The Legal Manager, Group Legal must live up to PANDORA's core values "PANDORA life":

- Can do attitude and high performance drive
- Great overview and whole hearted passion
- Strong individual – yet team player in the pride

Qualifications:

- Master degree in Law and experience as an Attorney
- At least 5 years of experience in compliance, contracts, corporate law including corporate governance and compliance, MAR compliance, Stock listing compliance
- Experience from a similar areas of responsibilities within both international and stock listed companies
- Commercial understanding with awareness of both legal and finance environment
- Critical thinking and analytical mindset
- Strong communication and leadership skills
- Proactive and analytical mindset
- Flexible and pragmatic attitude
- Cultural understanding and accustomed to working with different countries and cultures
- Ability to communicate with staff at all levels of the organization
- Strong presentation skills
- Excellent interpersonal skills and strong business acumen
- Ability to effectively negotiate and influence key stakeholders around legal issues

We offer:

You will be part of a company in an exciting business area and work in a Group function with can-do spirited, passionate and performance-driven people. The Group Legal team consists of around 14 people, covering app. 8 employees' throughout the region, who work closely together and help each other and appreciate an informal and humorous tone. Our brand new and very modern offices are located at Havneholmen, Copenhagen.

Contact and application:

If you have any questions regarding the position please contact Brian Ranvits, CEO at European Search Company who carries out this recruitment. Brian Ranvits +45 2048 0548 bra@europeansearch.dk

Please apply directly to bra@europeansearch.dk Mrk.: "Legal Manager – Pandora"