



Job Description

Job title	<i>Legal Counsel</i>
Reports to	<i>Managing Director, Group Operations</i>
Location	<i>Nairobi, Kenya</i>
Start date	<i>2017- Q1 2018</i>

Job description

The Sunbird Group is a UK incorporated, sub-Saharan Africa focused, integrated construction and support services platform operating in Kenya, Mozambique, Tanzania, Uganda and South Africa.

As Legal Counsel, you will work closely with our commercial, finance and executive team to support our continued growth across a range of jurisdictions and sectors from our Nairobi HQ.

You will ensure that the Sunbird Group operates within the applicable legal and regulatory framework and offer counsel on a variety of commercial and legal matters.

Duties and responsibilities

Your duties and responsibilities will include, but not be limited to:

- devise, implement and monitor effective governance, legal and risk management strategies
- draft, negotiate and review legal documentation including:
 - debt documentation such as loan agreements and security agreements
 - equity investment documentation such as share purchase agreements, share subscription agreements and shareholders' agreements
 - framework and partnership agreements
 - preliminary deal documentation such as heads of terms, letters of intent, memoranda of understanding and non-disclosure agreements
 - real estate leases and licences
- coordinate and liaise with external parties such as external counsel, public authorities and regulators
- provide accurate and timely counsel in relation to a variety of legal topics including anti-trust law, company law, employment law and litigious matters
- support debt and equity fundraising processes to include document preparation and execution



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- manage the Sunbird Group's company secretarial function by providing guidance and ensuring all appropriate documentation and filings are in place
- maintain current knowledge of updates to legislation throughout all jurisdictions within which the Sunbird Group operates
- manage all aspects of M&A processes, including due diligence, structuring, document preparation, document negotiation, acquisition financing and post-completion matters
- coordinate new country expansion including incorporation and regulatory compliance, accounting for the Sunbird Group's overall corporate structure

Person specification

- Excellent academic credentials (minimum 2:1 or equivalent)
- Common law qualified lawyer (Kenyan, South African or UK)
- Training from a leading law firm
- Corporate/commercial background
- Two to three years post-qualification experience
- In-house experience, including a client secondment, is advantageous
- Ability to work autonomously
- Ability to instruct and lead internal and external counsel/teams
- A passion for living and working in Africa
- Ability to travel throughout East and Southern Africa

Expressions of interest

Please contact Vicky Henry, our Governance Manager, with a cover letter and your CV to express your interest and suitability for the role of Legal Counsel at the Sunbird Group on: vhenry@sunbirdgroup.co