

1. Background

The Housing Development Corporation Ltd. (HDC), initially the Hulhumalé Development Corporation Ltd, is a 100% state owned corporation established through a Presidential Decree on the 23rd March 2005. The key mandate of HDC is to undertake the reclamation, urban development and management of Hulhumalé island as a new urban city in the greater Malé region. In 2009 the Corporation was restructured to the Housing Development Corporation Ltd with a broader mandate to include that of housing, real estate and infrastructure developments in other regions of the Maldives. However, the main focus still remains in ensuring the successful development of Hulhumalé’.

The development of Hulhumalé was initiated by the Maldivian Government in 1997 as a solution to overcome the capital’s land shortage and increasing population density. The project entails the creation via dredging and reclamation of a land area of 188 hectares as Phase 1 and an additional 244 hectares as Phase 2 for a population target of 240,000 which is about two thirds of the total population of the Maldives.

Upon creation of the land area for each Phase, subsequent developments of the island include the investments into the core infrastructure setups and the development of the island into a modern city in line with a systematic urban development plan through investments in real estate developments, education, health recreational facilities, commerce and industries ... etc. Complimented with the developments in social infrastructure, landscaping and other supplementary investments.

HDC is currently working towards creating Hulhumalé to become the first smart and sustainable city in Maldives and is involved in undertaking projects of hospitality, industrial, recreational, commercial and residential in nature, many of which are unique and of a scale unseen in the country.

2. Job vacancy

Housing Development Corporation Ltd (HDC) is looking for an Assistant Director to join our Legal team.

3. Overall scope of the job

As the leading real estate developer and one of the state-owned companies who have launched mega projects in Maldives, HDC is looking for Assistant Director to join our legal team with the aim to enhance our expertise in the area of commercial and corporate legal matters. The job holder is expected to guide and assist our team in drafting a range of commercial contracts; advises on implementation and termination of contracts and offer legal advice on related matters. Furthermore, the incumbent shall also deal with specialized litigation relating to commercial disputes, Building and Construction Law disputes and Alternate Dispute Resolution etc.

a. Job Duties

- i. Advise on implementation and termination of contracts and offer legal advice on related matters.
- ii. Guide management on regulatory and compliance issues to ensure compliance with legal regulations.
- iii. Consult and handle all corporate legal processes (such as, compliance issues, transactions, agreements, lawsuits etc.)
- iv. Design & Oversee company policy and position on legal issues/matters
- v. Research, anticipate and guard company against legal risks and violations
- vi. Structure, draft and review reports and other legal documents including but not limited to agreements and legal opinions
- vii. Represent company in legal proceedings
- viii. Negotiate deals and attend company meetings

b. Job skills and specification

- i. Experience and exposure in Corporate Law
- ii. Initiative and proactivity
- iii. Excellent Communication and Negotiation skills
- iv. Broad exposure to Accounting, Financial, Banking and Operations.
- v. Analytical and strategic thinker with a commercial approach in solving problems
- vi. Ability to work cooperatively and collaboratively with all levels of employees, management, and external agencies to maximize performance, creativity, problem solving, and results.
- vii. Thrive in a challenging and fast-paced work environment.
- viii. Ability to work well in both a team and individually.

4. Qualification & Experience Requirement

- i. Master Degree's or MNQF Level 9 Qualification in Law or
- ii. Bachelor's Degree or MNQF Level 7 Qualification in in Law with minimum 4 years' experience in the law field with direct exposure and experience in corporate law (commercial contracts, due diligence etc.)
- iii. Candidates should have a valid license to litigate in Maldivian Courts including supreme court of Maldives

5. Salary Package

Salary package will be negotiable based on the candidate's qualification and experience.

6. Application Submission

Download (www.hdc.com.mv) or pick up an Application Form from our offices and submit completed application form with your CV, copies of accredited certificates, Job reference letters, **Police Report** and ID card or Driver's License copy to HDC building, ground floor, reception before the deadline

7. Application deadline

Interested candidates should submit their completed application with supporting documents before 12:30hrs of 9th June 2019

8. Interview and presentation

Shortlisted candidates will be called for a formal interview and are required to give a presentation to the interview panel. Details of the presentation will be informed to the shortlisted candidates.