

Legal Counsel

Zurich

ABOUT US

Twelve Capital is an established independent investment manager specialising in insurance investments for institutional clients. It is also a leading provider of capital to the insurance and reinsurance industry. Twelve Capital has offices in Zurich, London and Munich. Currently the firm manages approx. USD 3.8bn and has over 40 employees.

POSITION

We are seeking a Legal Counsel willing to join a dynamic working environment who can provide support to the team whilst contributing on a group level. Twelve Capital offers a flexible working environment. This role will be based in Zurich.

MAIN RESPONSIBILITIES

The position forms part of Twelve Capital's Legal team focusing on the following core activities:

- Provide proactive, in-depth, business-focused legal advice to the business, as well as implementing initiatives and processes in order to set standards and reinforce a culture of integrity, quality, ethical behaviour and responsibility across the business
- Manage all legal aspects of fund lifecycle including design, launch and operation, including negotiation of material contracts
- Involvement in the structuring and legal review of private and liquid assets, including preparation of material to the relevant investment committees
- Support business teams in developing and maintaining an efficient investment platform, drafting, negotiating, and reviewing arrangements with third parties
- Provide advice and assist in the implementation of business initiatives
- Perform due diligence and risk assessments on counterparties in connection with transactions
- Corporate housekeeping including corporate secretarial, governance, licensing and intercompany matters
- Corporate administration including governance procedures and shareholder matters
- General legal support of the investment business to meet organisational priorities

QUALIFICATIONS and EXPERIENCE

- Strong academic background with a degree in Law
- 3-5 years of experience gained within a law firm or investment management firm
- Thorough knowledge and previous experience of Swiss and European financial market regulation
- Ability to make judgement calls and handle multiple tasks/workflows with tight delivery schedules
- Team player with an entrepreneurial attitude, comfortable with change
- Legal and business judgment with integrity and highest ethical standards
- Highly developed commercial awareness and ability to communicate issues from a technical and business perspective
- Excellent command of English and German both written and verbally
- The right to work in Switzerland

Please send your application via [efinancialcareers](https://www.efinancialcareers.com).