Legal Manager – Corporate Real Estate

Department	Kotak Mahindra Investments Limited
Location	Mumbai
Number of Positions	1
Reporting Relationship	Legal Head & Company Secretary
Position Grade	Senior Manager/Chief Manager

Kotak Mahindra Investments Limited is lending NBFC of Kotak group. The Company is a 100% subsidiary of Kotak Mahindra Bank Ltd. The Company is primarily engaged in providing finance against securities, lending to Real Estate Sector and Corporate & structured Finance. The company is rated AAA by CRISIL & ICRA indicating high-credit-quality rating with stable outlook.

The Company enables its customers to pursue ambitious growth strategies and execute value-creating transactions for mutual growth. Its strategy has been of relationship management & penetration, continuous product innovation coupled with tight control on credit quality and effective risk monitoring & management. The Company is well positioned to harness all opportunities that may be offered in the current economic environment in compliance with all applicable legal and regulatory parameters.

Job Role:

Legal Manager in Corporate Real Estate (CRE) team of Kotak Mahindra Investments Ltd. (KMIL):

- Legal Manager in CRE is expected to be the legal expert in real estate sector.
- This requires the incumbent to be well versed with the laws and regulation applicable, should have the ability to build relationship across the contributors in the sector viz., Real Estate legal fraternity, Technical & Legal Experts, Property Advocates and Firms, Local and National Government institutions, and also build relations with internal stake holder viz Relationship team, Credit, internal Audit and Compliance Team etc.
- The incumbent will support the Legal Function to carry out various activities and assignments effectively in a time bound manner with pragmatic and holistic approach.

The person will be supporting and working along with the Legal Head addressing the below mentioned parameters:

- Responsible for thorough Due Diligence of the securities offered for various products viz. Project Loans, Construction Finance, Lease Rental Discounting, Loans for financing acquisition of Projects or land parcels, etc.
- Responsible for drafting, negotiation and finalization of standard and non-standard documents for various products offered by the Company.
- Should be able to understand implication of various rules and regulations under Corporate Law, Commercial Law, Enforcement Laws, RBI and other Regulatory Rules and Guidelines.
- Handle collection and recovery related litigations and interaction with various outside entities, advocates, counsels and reputed law firms.
- Should be able to play roll of primary legal advisor to the internal customers from Credit, Business, Compliance and Audit functions.
- Back office and records management relating to legal department function.

- Time to time review and modification of existing standard set of documents and polices.
- Appointment and review of functions by the Panel Advocates appointed by the Company from time to time.
- Periodic Legal Audit of the documentation status and security status for the Assets generated by the Company.

Job Requirements:

Professional

- Should have 4-5 yrs. of relevant experience
- Law Graduate + C.S. / C.A. Preferable.
- Strong communication (Written and Oral)
- Eye For detail
- Proactive and Team Player
- Ready to learn approach

Personal

- Self-driven high energy individual with good networking skills
- Ability to Influence/relationship Management Skills
- Strong Analytical and legal skills
- Strong communication (Written and Oral)
- Eye For detail
- Should be pragmatic, proactive and think out of the box.

Application:

If you wish to apply for this job position, please fill your details in the *Kotak Fast Track* Application Form and mail to ashish.n.mehta@kotak.com

Please mention the following in the subject line as '**"Position Name"** -"**Your Name"** - "**Your Current Business Group**"