



**Affiliate:** TotalEnergies Marketing Lebanon S.A.L.

**Position:** Junior Legal Counsel

**Position of the N+1:** JV and Legal Manager

### **Job description**

Together with the JV and Legal Manager, the Legal Counsel is responsible for providing legal advice to the different departments within the Company, for coordinating with the Legal Manager tasks related to the affiliate's legal files, to relations with Authorities as well as providing compliance advice.

More specifically, key responsibilities of the person in this role include amongst other:

#### **A. Legal :**

- Provide a full range of detailed legal advice and guidance to management, including detailing options and consequences, to enable taking legal and commercial decisions based on considered and measured risks in the best interest of the Company.
- Actively participate in the preparation, drafting, negotiation and implementation of a wide variety of local and international agreements in compliance with the laws, regulations, and Company rules.
- Analyze and advice on the interpretation and application of contracts and of Lebanese legislation. Develop and maintain legal watch.
- Inform and advise on any potential legal risks concerning the Company's activities.
- Advice, coordinate and follow any proceeding before local courts related to the Company's assets.
- Assist in organizing and managing the training requirements of the Public Sector Personnel.

#### **B. Joint Venture :**

- Assist in coordination and support of the relation with the consortium partners and the Lebanese Authorities.
- Ensure good knowledge of the Company's projects and agreement, advise all the relevant personnel in the Company in that respect and ensure strict compliance to the contractual provisions of the Joint Operating Agreements and the Exploration and Production Agreements.
- Assist in preparation and organization of meetings with the consortium partners and Lebanese Authorities, including calls for meetings, pre-reads preparation and Minutes of Meeting.
- Assist in preparing and coordinating audits, and follow-up and settlement of potential exceptions made as a result of such audits.

### **Context & Environment**

- TotalEnergies exploration activities started in 2018 operating 2 Blocks Offshore Lebanon.
- Local context highly complex and politically sensitive.
- Exploration activities highly visible at national level and subject to media focus.
- TotalEnergies Marketing and Services present in Lebanon for more than 70 years.



- Negotiations are often conducted with multiple parties (authorities, partners, contractors, and service providers) with very different backgrounds requiring careful coordination and attention.

#### **Accountabilities**

- Excellent communication skills, problem solving skills, drafting skills.
- Accuracy, attention to details and follow up.

#### **Qualifications/Experience required.**

- Masters in law (corporate and business law, oil & gas, ...) from a reputable university, with 3 to 5 years of experience in a similar role as legal counsel in reputable company (oil and gas or otherwise) or in a law firm.
- Master's degree in international business law, public relations or political science is a plus.
- Languages required: English, Arabic, French is a plus.
- A willingness to learn about the sector and to show cooperative approach is necessary.

**CVs and cover letters to be sent no later than 31<sup>st</sup> of July 2023 to:**

**recrutement@totalenergies.com.lb**