

We Are Hiring!



LEGAL

• Executive

REQUIREMENT

- Bachelor's Degree in Law (LLB) or equivalent.
- Admission as Advocate & Solicitor of the High Court of Sabah & Sarawak and/or in Malaya is an added advantage.
- Minimum of 1 year of experience in legal practice or as in-house counsel, with exposure to corporate, commercial, contract, and litigation matters.
- Strong legal research, analytical, and drafting skills.
- Excellent verbal and written communication skills in both English and Bahasa Malaysia.
- Sound knowledge of compliance matters, corporate governance, and relevant legislation.
- Competent in handling commercial, contract, property-related, and litigation matters.
- Proficient in Microsoft Office applications.

How To Apply

Interested applicant may submit their Resume to hrd@assar.com.my on or before **4 November 2025.**

BASED IN KUCHING, SARAWAK

Key accountabilities:

- Conduct legal research, provide advice, and interpret laws, regulations, and case laws relevant to the Group's operations.
- Draft, review, and negotiate various legal documents, agreements, and contracts including development, service level, tenancy, sale and purchase, non-disclosure, and shareholder agreements.
- To update the Management on the status of litigation matters from time to time
- Liaise and coordinate with external legal counsels in providing feedback, preparing documents, and managing ongoing litigation matters involving PASB Group
- To assist in reviewing, drafting, and implementing internal policies and procedures, and standard operating procedures (SOPs).
- Manage and monitor the status, validity, and expiry of contracts and other legal documents, ensuring fulfilment of all contractual obligations.
- Ensure the PASB Group complies with all relevant laws and regulatory requirements
- Provide guidance and support to junior legal staff in carrying out assigned legal tasks.