

Job Title: **Executive Legal & Compliance Director**

Location: **Oldbury**

Company: **Proffer Solution Ltd**

Reports To: **CEO/Executive Project Director**

Date: **04/06/2025**

Position Overview:

The Executive Legal & Compliance Director is a pivotal leadership role within Proffer Solution Ltd responsible for overseeing the organization's legal and compliance functions. This position involves developing, implementing, and managing comprehensive legal strategies and compliance programs that align with the company's objectives while ensuring adherence to applicable laws and regulations. The ideal candidate will possess a deep understanding of legal principles, risk management, and regulatory requirements, coupled with strong leadership capabilities to foster an ethical corporate culture.

Key Responsibilities

- Oversee all legal affairs and compliance activities within the organization.
- Provide strategic legal advice and risk assessment to executive management.
- Ensure compliance with local, state, and federal labor laws and regulations.
- Develop and implement policies and procedures to promote compliance and ethical business practices.
- Analyze bidding trends, and competitive movements, and formulate proactive responses to enhance bid quality.
- Monitor and evaluate the performance of bids post-submission to facilitate continuous improvement.
- Lead investigations and respond to legal inquiries or disputes.
- Manage relationships with external legal counsel and regulatory agencies.
- Conduct training sessions for employees on legal compliance and risk management issues

Requirements:

- Juris Doctor (JD) degree from an accredited law school.
- Minimum of 10 years of legal experience, preferably in the staffing and recruiting industry.
- Strong knowledge of labor laws, employment regulations, and compliance standards.
- Proven track record of developing and implementing compliance programs.
- Exceptional analytical and problem-solving skills with attention to detail.
- Excellent communication and interpersonal skills, able to engage with stakeholders at all levels.
- Demonstrated leadership abilities and experience managing a legal team.

Application Process:

Interested candidates are invited to submit their resumes and a cover letter detailing their qualifications and experience to applications@proffersolutionltd.co.uk. The company is committed to diversity and inclusion and encourages applications from all qualified individuals.

Proffer Solution Ltd is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.