

Clifford Chance is one of the world's leading law firms, helping clients achieve their goals by combining the highest global standards with local expertise. The firm has unrivalled scale and depth of legal resources across the three key markets of the Americas, Asia and Europe and focuses on the core areas of commercial activity: capital markets; corporate and M&A; finance and banking; real estate; tax; pensions and employment; litigation and dispute resolution.

The Luxembourg Office, with around 120 Lawyers and 10 Partners, has been a leading and respected player in the Luxembourg legal services market. As a member of our Litigation and Employment practice, you will be able to advise major international and domestic clients and work on various legal matters in the fields of employment law (employment contracts, review of internal policies, employee benefits schemes, international mobility, etc.) and commercial and civil litigation. Your role will include outside-court assistance, as well as litigation before various Luxembourg courts.

In the context of the continuous development of our activities, we are currently recruiting a:

### ***Employment Law Associate (m/f)***

#### **As a member of our Employment Law team, your tasks include:**

- Drafting of client memoranda and client correspondence.
- Drafting of contracts and formal notice letters.
- Legal research and assistance in any of our employment-related practice areas (collective labour law issues, social security aspects, remuneration policies, whistleblower cases, ...).
- Engagement in pre-litigation advice and settlement discussions.
- Drafting and preparing of procedural documents: court applications, motions, written submissions, notes for oral pleadings, legal exhibits and documentary evidence. Involvement in court proceedings (attendance of hearings, oral pleadings, ...).
- Presentation of new developments in laws, regulations, case law and legal doctrine, including at fortnightly department meetings.
- Provide support to other legal departments of our firm.
- Provide support to our Litigation and Dispute Resolution practice, if needed.

#### **What we are looking for:**

- You successfully passed an academic degree in law, ideally with in employment law and have good knowledge of employment law, civil law and commercial law.
- You are registered to the Luxembourg Bar and have at least 2 years' experience in employment law, gained within a reputable Luxembourg law firm. General commercial litigation experience would be considered an asset.
- You are ideally admitted to the 'Liste II'.
- A perfect command of French and English, with excellent writing skills. Any additional language skills (particularly in German and/or Luxembourgish) would be considered as an asset.
- A creative, pragmatic and solution-oriented mindset
- Commitment, team spirit and strong communication skills are required qualities to progress in a stimulating environment.

#### **What we offer:**

- A dynamic and multicultural work environment to favour professional and personal development.
- Autonomous file management.
- An individualised professional relationship with local and international clients.
- A training program to further develop your legal and business skills and stay up-to-date on legal developments with our Clifford Chance Academy.

**Interested? Please upload your complete application in English online (CV, cover letter & latest transcripts). Incomplete applications will not be considered.**