WILLIAM GRANT & SONS

ROLE PROFILE

Role Title	Commercial Counsel - North Asia
Internal Reference	CEN-0500
Business Unit / Group Function	Central Services, DOU
BU Team / Sub-Function	Legal
Location	Shanghai
Team Leader Role	Legal Director, DOU
Role Level	4A
Team Members	No

Role Purpose

Deliver commercial, actionable and timely legal advice and guidance to the China, Taiwan and South Korea ODCs to ensure the Company maximizes business opportunities and manages business risk within the China, Taiwan and South Korea Owned Distribution Companies (ODCs).

To assist the Legal Director, DOU to deliver the Legal Compliance agenda in the China, Taiwan and South Korea ODCs and to ensure that all legal risk is appropriately managed.

Accountabilities

• Managing the day to day provision of legal services to the China, Taiwan and South Korea ODCs, ensuring that WG&S maximises opportunity and minimises legal risk in its operations and business relationships.
• Apply agreed risk management techniques and offer proactive legal advice on possible legal issues. Draft and advise on the contracts that are required for the China, Taiwan and South Korea ODCs to operate their businesses successfully and to protect their interests and exploit opportunities.
• Partner with China, Taiwan and South Korea Country Managers, Functional leaders and the Legal Director, DOU (Key Stakeholders) in ensuring that they are kept abreast of any legal issues within their areas of responsibility and be their first port of call for legal input. Keep the Key Stakeholders up to date with any critical legal issues arising in China, Taiwan and South Korea and respond on a timely and efficient basis to key stakeholders with legal support.
• Support the legal compliance and local brand protection agenda in the China, Taiwan and South Korea ODCs ensuring that employees are aware of their obligations in this regard and that relevant training is carried out. Monitor compliance in the China, Taiwan and South Korea ODCs and ensure that any gaps or failures in compliance are addressed without delay to ensure that WG&S is protected and keep the Legal Director, DOU abreast of all legal compliance matters
• Lead the development of any precedents, training materials, guides or processes for use in the China, Taiwan and South Korea ODCs.
• Support the Legal Director, DOU with development of ODC specific compliance and legal operations initiatives including brand protection and anti-counterfeit measures and activities across the China, Taiwan and South Korea ODCs.
• Keep up to date with developments in legislation and changes to WG&S policies and strategies as they affect the China, Taiwan and South Korea ODCs.
• Instruct and manage external counsel in delivering legal services needed to support the business in line with WG&S policies and procedures. Assist the Legal Director, DOU in ensuring that WG&S receives value for money in the purchasing of legal services.
• Assist the Corporate Affairs Director by supporting the Corporate Affairs agenda within the China, Taiwan and South Korea ODCs

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