



## Legal Counsel

Date: July 25, 2018

Reports to: Director

Location: Dalton, GA

Classification: Salary

### **SUMMARY**

The Legal Counsel functions as a trusted advisor to the President(COO) and Director of the plant, providing legal expertise and advice on a wide range of strategic, tactical and operational issues. This position ensures that business practices, policies, and dealings of the organization meet regulatory requirements to protect the organization from legal action, manages the organization's defense in legal actions, the interpretation and preparation of legal documents and provides counsel to corporate management on legal matters. Most significantly, the position is expected to contribute to the successful performance of Hanwha Q CELLS' role as the central manufacturing facility of solar photovoltaic modules in the United States.

### **RESPONSIBILITIES**

- Review, draft and negotiate legal contracts including: consulting services agreements, vendor contracts, various other types of agreements, and coordinate review and comments by other departments.
- Handle employment cases including wrongful termination, discrimination and wage and hour matters.
- Give accurate and timely counsel to President(COO) and Director in a variety of legal topics.
- Collaborate with management to devise efficient defense strategies in legal cases.
- Specify internal governance policies and regularly monitor compliance.
- Adhere to the policies and procedures of Hanwha Q CELLS.
- Perform other duties and special projects, as assigned by management.

### **REQUIRED QUALIFICATIONS**

- 5+ years of experience in related field including reviewing, drafting and negotiating commercial agreements in a law firm or in-house setting
- Legal qualification and active license to practice and ability to obtain the State of GA bar within a year
- Excellent written and verbal communication skills
- Highly-developed organizational skills and be articulate, detail oriented and hard working
- Ability to work independently, but within a team-focused environment



- Strong proficiency in MS Office applications including Word, Excel and PowerPoint
- Assertive, able to cope with pressure

**PREFERRED QUALIFICATIONS**

- Experience in serving global clients
- Experience in assembly and/or manufacturing environment

*Hanwha Q CELLS provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics.*