
Title: Legal and Compliance Assistant - Berlin

Company Overview

People2.0 is the world's largest global employer of record (EOR) and agent of record (AOR) services platform, created exclusively to serve the talent ecosystem, including staffing agencies, search and recruiting firms, individual recruiters, mass talent procurement organizations, and compliance, contracting, and consulting companies.

People2.0 enables talent providers, large and small, to place anyone in any work arrangement, anywhere—simply, quickly, and compliantly. Our global team is dedicated to helping our customers expand their value proposition, optimize opportunities to access the global talent pool, and create a borderless world of unlimited growth for their business.

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Position Overview

The Legal and Compliance Assistant will work within a cross-company legal and compliance team, where the primary external business focus is towards contractors, agencies and clients. Responsible for the day-to-day management of employment and commercial contracts, the Legal and Compliance Assistant will ensure that these are compliant with local employment law and will provide technical legal support.

The Legal and Compliance Assistant will be a self-motivated, organised, strong team player with excellent attention to detail, excellent communication skills and will possess the ability to build strategic partnerships. As well as being client focused, flexible and naturally driven to deliver expert service effectively in a fast-paced work environment.

Primary Responsibilities

- Drafting, amending and issuing legally compliant employment and commercial contracts
- Providing technical legal advice to various departments within the business such as sales, HR and operations
- Managing various projects across various areas of law to further develop and strengthen the legal and compliance aspects of the business such as data protection, knowledge bank development, drafting policies and procedures

Skills and Experience

- Excellent working knowledge of European labour law
- Excellent understanding of employment status and IR35 legislation
- Ability to demonstrate a keen interest in developing technical knowledge and keep up to date with legal developments
- Good commercial understanding
- A good understanding of the issues surrounding employment status and the relevant legal and tax implications which arise as a consequence, would be desirable
- Excellent written and oral communications skills
- Ability to build strong strategic partnerships and client focused
- Good organization and time management skills
- Confident handling of MS Office applications
- Desire to develop knowledge of other jurisdictions other than the UK

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Education and Qualifications

- A legal background and be familiar with employment and commercial contracts
- Successful completion of the legal practice course as a minimum
- Ideally around 2 years' experience providing employment and commercial law advice in-house
- Strong drafting and negotiation skills