

## **POSITION DESCRIPTION**

Minerals Resources Authority

### **AM5064 - Senior Legal Officer**

**The Mineral Resources Authority (MRA)** was established as a statutory authority through the enactment of the Mineral Resources Authority Act 2018 to provide a flexible, independent, commercially attuned, contemporary agency to manage the regulation, administration and promotion of the mining industry in Papua New Guinea. MRA commenced operation in July 2007.

MRA is inviting exceptional candidates to apply for the vital role:

#### **SENIOR LEGAL OFFICER**

This position supports the Manager – Legal and Compliance to ensure that there is proper compliance by the Board & Management of Mineral Resources Authority (MRA) in regards to its statutory obligation. This position is also an appointed position to carry out the Board Secretary role per the MRA Act 2005.

#### **Key Accountabilities:**

- Provide to the Board and Management comprehensive legal advice on a wide range of legal matters ranging from Corporate Governance, social, environmental, mining regulations and policy
- Instigate and have the conduct of Legal Proceedings, acting as advocate for the MRA involving both the Courts and clients
- Assist the implementation and communication of the Board's resolutions to MRA management
- Implement all administration and management tasks required by the Board and its committees effectively and efficiently.

#### **Expected Competencies:**

- Degree in Law
- Minimum of 5 years' experience in a similar role
- Strong communication skills and networking capability
- Quality oriented, analytical, results oriented, innovative thinking and integrity with a sense of teamwork.

**This position is open to PNG citizens only.**

#### **APPLY NOW**

Please visit our website: <https://vanguard.com.pg/vacancies/>

Complete the application form and follow the website instructions to forward to us including a detailed CV and three current referees. A full PD can be obtained from our office.

Alternatively, please call us on (+675) 7500 7500 or email [recruitment@vanguard.com.pg](mailto:recruitment@vanguard.com.pg)

**Applications close COB Friday 25<sup>th</sup> February 2022**

**Only shortlisted applicants will be contacted**

**Authorized by: Managing Director**

To apply for this position:

- Download and complete the Application Form from <http://www.vanguard.com.pg>.

- Email the application to [recruitment@vanguard.com.pg](mailto:recruitment@vanguard.com.pg) together with a copy of your CV in MS Word format.

**Note: Do not include copies of any other documents. You will be asked to provide the originals of certificates etc if you are selected for Interview**