

The Ascendant Group Limited, which is a publicly traded investment holding company, invites applications for the position of

## General Counsel and Corporate Secretary

### General Characteristics:

Reporting to the President and CEO of the Ascendant Group, the General Counsel and Corporate Secretary is responsible for all legal affairs of the Ascendant Group, its Board and subsidiary companies. This position will be a key member of the Executive team, providing business and legal advice to each of the businesses, ensuring the Group operates within the relevant legal and regulatory framework and is also responsible for good corporate governance at the Board level.

### Core Responsibilities:

- Protect the interests of the Ascendant Group of companies in all legal matters including strategic, tactical and operational issues. This includes providing advice on current legal issues and proactively identifying and avoiding future risk of litigation for the Group.
- Act as Corporate Secretary with responsibility for ensuring good corporate governance.
- Ensure compliance with all relevant current and emerging legislation including but not limited to the Companies Act 1981, Employment Act 2000, Payroll Tax Act 1995 and the Energy Act 2009.
- Draft, review and negotiate a wide range of contracts on behalf of the Group.
- Participate in the development and amendment of legal and compliance policies and procedures, including standard documentation.
- Advise and assist with all aspects of employment and labour law.
- Select and supervise outside legal counsel from time to time.

### Skills

- Ability to advise on a broad range of corporate transactions through an evaluation of the issue and determination of an appropriate course of legal action to meet the business needs.
- Must possess the ability to efficiently and professionally manage a significant workload with competing priorities and stringent deadlines.
- Excellent research skills with the ability to quickly understand a variety of specific business issues within the context of current and emergent legislation.
- Excellent contract drafting, written and verbal communication skills.
- Must possess exceptional attention to detail.
- Excellent leadership and interpersonal skills with a proven ability to liaise and effectively communicate with customers, employees, Board members and other key stakeholders with credibility and judgment.

### Education & Job Knowledge:

- University degree in Law with a valid license to practice law in Bermuda or the U.K.
- Generalist legal background in a full range of matters including but not limited to corporate/commercial issues, regulatory issues, employment law and business acquisitions.
- Understanding and familiarity of a utility environment is a plus.
- Excellent knowledge of Microsoft Office suite of products and other relevant computer applications.

### ASCENDANT GROUP LIMITED

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### Previous Work Experience:

Successful candidate must have a minimum of eight (8) years of legal practice in a law firm or corporate law department. Experience working within the utility industry is preferred.

### Reports to:

President and CEO of the Ascendant Group.



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group