

ZOBEC TRUST COMPANY LIMITED

VICE PRESIDENT

Zobec Trust Company Limited is seeking a dynamic hard working attorney to act as Vice President, managing a complex portfolio of trusts, companies and estates. The successful candidate must have a demonstrated ability in advising on all aspects of trusts and estate planning and matters of Bermuda company law.

Duties and Responsibilities:

- Managing a portfolio of trust and corporate clients
- Reviewing legal agreements/closing deals and identifying opportunities
- Drafting and review of trust and corporate legal documentation
- Drafting of company precedents
- Interpretation of trusts and corporate instruments and wills
- Administering probate and estates
- Conducting trustee meetings and board meetings and AGMs
- Overseeing trust and corporate administrators and coordinating their portfolios
- Opening and closing trust and corporate accounts and preparing all related documentation
- Ensuring compliance with all internal systems and procedures

Qualifications and Experience:

- Qualified attorney in a recognized jurisdiction who can demonstrate a minimum of five years experience in legal research, drafting of trust and corporate legal documentation
- Minimum three years experience in managing a portfolio of trust and corporate clients
- Professional qualification as an ICSA (Institute of Chartered Secretaries and Administrators)
- Experienced in ensuring compliance with The Trusts (Regulation of Trust Business) Act 2001 and all BMA matters related thereto

Written applications with curriculum vitae should be addressed in confidence to: Belinda Wright, Conyers Dill & Pearman, Clarendon House, 2 Church Street, Hamilton, HM 11, no later than July 8, 2011.

Zobec Trust Company Limited, Licensed to conduct Trust Business by the Bermuda Monetary Authority