

Legal & Compliance Officer

Company: Lake Cement Ltd. (Nyati Cement)

Location: Head Office, ATC House, Posta, Dar es Salaam

Reports To: Chief Financial Officer (CFO) / Managing Director

Application Deadline: September 30, 2026

Job Purpose

The Legal & Compliance Officer safeguards the company's legal interests and regulatory standing. Reporting directly to executive leadership, this role manages contract drafting, tracks litigation, oversees compliance across manufacturing and mining operations, and liaises with statutory and regulatory authorities.

Key Responsibilities

- **Regulatory Compliance:** Maintain the Legal & Regulatory Compliance Register, monitor applicable laws, and ensure the timely renewal of all operating permits and licenses.
- **Contract Management:** Draft, review, negotiate, and manage corporate contracts, vendor agreements, and commercial obligations.
- **Operational & Environmental Compliance:** Oversee legal and regulatory compliance across manufacturing plant, mining, environmental, occupational safety, and labor standards.
- **Litigation & Dispute Management:** Track claims, disputes, and active litigation in close coordination with external legal advocates.
- **Regulatory & Corporate Liaison:** Communicate with government agencies and regulatory bodies, while supporting corporate governance, Board administration, and statutory record-keeping.

Qualifications & Experience

- **Education:** Bachelor's Degree in Law (LL.B) and must be an Advocate/Graduate from the Law School of Tanzania.
- **Experience:** 2 to 3 years of legal and compliance experience, preferably in cement, heavy manufacturing, mining, or energy sectors.
- **Language Proficiency:** Excellent written and verbal communication skills in both Swahili and English.
- **Specialized Knowledge:** Deep familiarity with Tanzanian statutory, environmental, mining, safety, and employment/labor legal frameworks.

Key Competencies

- Strong contract drafting, reviewing, and analytical skills
- High level of professional integrity, discretion, and confidentiality
- Sound legal judgment with meticulous attention to detail
- Effective regulatory negotiation and stakeholder management skills

How to Apply

Female candidates are warmly encouraged to apply. Qualified applicants should submit their **CV** via email to: info@lakecement.co.tz

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