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AVBOB: Legal Internships 2024 New Application

Description

AVBOB is a leading mutual assurance society that provides a wide range of funeral services and related products. With a strong commitment to community and client service, AVBOB is dedicated to maintaining the highest ethical standards while supporting our clients through difficult times.

AVBOB is seeking motivated and enthusiastic Legal Interns to join our dynamic legal team. This internship offers an excellent opportunity for law students or recent graduates to gain practical experience in a supportive and professional environment.

Responsibilities

- Assist in conducting legal research and analysis on various legal issues.
- Draft legal documents, memos, and correspondence under the guidance of senior attorneys.
- Support the legal team in preparing for court cases, meetings, and negotiations.
- Attend client meetings and take notes on relevant discussions.
- Review and summarize legal documents and contracts.
- Assist with the management of case files and legal documentation.
- Participate in team meetings and contribute to ongoing legal projects.

Qualifications

- Currently pursuing a law degree (LLB) or recently graduated.
- Strong academic record with a keen interest in corporate law, contract law, and legal compliance.
- Excellent research, writing, and analytical skills.
- Ability to work independently and collaboratively in a team environment.
- Strong attention to detail and organizational skills.
- Proficient in Microsoft Office Suite and legal research tools.

Job Benefits

- Hands-on experience in a corporate legal environment.
- Mentorship from experienced legal professionals.
- Networking opportunities within the legal and business community.
- Potential for future employment opportunities upon successful completion of the internship.

Contacts

Interested candidates should submit their CV and a cover letter detailing their interest in the internship and relevant qualifications.

Hiring organization

AVBOB

Employment Type

Intern

Duration of employment

3 Months

Industry

Financial Services

Job Location

Centurion, Gauteng, South Africa,
0157, Centurion, Gauteng, South Africa

Working Hours

09

Date posted

September 17, 2024

Valid through

15.07.2028

AVBOB is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.