



## We are hiring Legal Counsel

📍 Riga, Latvia



At Entrum, we specialize in simplifying property acquisition and investment. Our mission is to empower property sellers and investors to effortlessly access the benefits of one of Europe's largest and most stable asset classes. With a proven track record in real estate, financial services, fintech, and end-to-end real estate project development, we're shaping the future of property investment across Europe.

We are looking for a **Legal Counsel** to support our expansion and ongoing operations across Europe. This role is central to enabling legal due diligence, ensuring smooth real estate transactions, and managing legal operations within a dynamic, fast-growing environment.

### Key responsibilities:

Conduct thorough legal assessments of new jurisdictions as we expand operations.

Collaborate with local legal advisors to establish companies and legal frameworks in new countries.

Define tasks, coordinate work, and negotiate fee arrangements with external legal counsel.

Draft and maintain standard legal contract templates in English, update them when required, and manage the signing process with all parties involved.

Lead pledge registration processes in different countries and ensure the legal aspects of property acquisition are seamless.

Provide legal guidance on partnership matters and address various ad hoc legal issues.

Deliver solutions independently while collaborating closely with internal teams to achieve shared goals.

### Your professional skills and background:

Law degree from a reputable university with strong academic performance or last year student.

Sound contract drafting skills with hands-on experience.

Very strong legal Latvian and English proficiency, including experience in legal writing. Other languages are a bonus.

Exceptional focus on accuracy and precision in legal matters.

Ability to think commercially and provide practical, solution-oriented legal advice.

Capable of prioritizing work, managing multiple tasks, and working on your own initiative.

Reliable, flexible, and able to adapt to fast-changing demands with a helpful and positive outlook.

Proven ability to develop trusting working relationships while maintaining independence and professional objectivity.

### What we offer

**Meaningful work:** Opportunity to build a start-up and make a real impact in the real estate investment industry.

**Hybrid work model:** Flexibility to work from our headquarter in Riga and remotely.

**Flexible vacation policy:** Take time off when you need it.

**Stock options:** Share in the success you help create.

**Salary starting from €2000 - €2500 gross per month**, depending on the candidate's experience.

Entrum is an equal opportunity employer

We celebrate diversity and are committed to creating an inclusive environment for all employees. If you need assistance with the interview process due to a disability, please outline your requirements in your application.

### Application process

📧 To apply, please **send your CV to [ieva.driksna@entrum.com](mailto:ieva.driksna@entrum.com)** with the subject line: **"Legal Counsel Application - [Your Name]"**.

By applying to this position, you agree that the personal information you shared will be processed by the Entrum Group for recruitment purposes and saved for a period of one year. Your personal data will not be disclosed to third parties or used for other purposes without your consent.

**We look forward to hearing from you! 🚀**