



Financing a Better Future

Yako Bank (U) Limited was incorporated in the Republic of Uganda in 2010 and licensed as a Credit Institution by the Bank of Uganda in 2020. In September 2015, Yako got its license to operate as a deposit-taking institution and started operations under Yako Microfinance (U) Limited. It upgraded to a Credit Institution in 2020 and was licensed to operate as Yako Bank (U) Limited. Different shareholders own Yako Bank which has been licensed by the Bank of Uganda to provide savings and lending products to different clients.

To meet the needs of its growing customer base, the Bank is seeking to recruit a dynamic, self-motivated, result-oriented professional to fill the following position;

Legal Officer.

This position reports directly to the Head of Legal and it will be based at Head Office.

Role of the Job.

The role holder will be responsible for providing legal support to the various functions of the Bank including litigation, debt recovery, contractual arrangements, and general legal advisory services.

Key Result Areas.

- Draft and review contracts, offer letters, letters of intent, and other similar documents as per the respective internal approvals to ensure they comply with the approved internal conditions and are in enforceable form upon execution.
- Manage the execution, filing, and custody of contracts and other documents that are binding on the Bank.
- Support the credit operations unit with a review of specialized documentation for credit facilities including securitization to ensure no exposure may arise to the Bank as a result of inappropriate credit documentation.
- Provide proactive support to the Bank's recovery teams in the management of delinquent accounts.
- Monitor and advise on all matters arising from the routine operations of the Bank with the potential of developing into litigation and provide legal advice to the business units on legal issues arising in their various areas of operation to forestall any practices that could lead to avoidable litigation.
- Support with provision of oversight over the Bank's litigation portfolio, to ensure effective implementation of the agreed litigation strategy, policies, processes, and guidelines in the management of cases by and against the Bank.

- Attend Court on behalf of the Bank follow up on legal and litigation-related issues and recommend appropriate legal interventions for given litigation problems.
- Recommend, develop, and conduct training of various bank units on legal aspects and best practices.
- Perform company due diligence/obligations
- Support the timely recovery of non-performing portfolio
- Perform legal due diligence on loan files/facilities before approving and disbursement of loan funds.
- Support the Head of Legal in providing efficient, economical and effective management of the company's recovery of the non-performing loans.
- Support management in identifying emerging legal risks, mitigates and setting performance measures with respect to the external service providers (Auctioneers, Lawyers, Court Bailiffs)
- To undertake regular legal compliance reviews of statutory laws and regulations applicable to the company operations and ensure compliance therewith.

Required Competencies.

- Bachelor of Laws Degree.
- Postgraduate Diploma in Legal Practice.
- Enrolled Advocate of the High Court and subordinate Courts.
- A minimum of three (3) years experience working in a busy law firm or commercial institution with extensive exposure to banking and finance transactions.
- Experience in the management of litigation and recoveries.
- Demonstrated experience in contract negotiation and drafting.
- Exposure to credit operations, documentation, and security perfection.
- Strong analytical skills, attention to detail, and critical analysis skills.
- Excellent legal drafting and interpretation skills.
- Strong interpersonal and communication skills.
- Ability to give timely and accurate legal opinions and advice.
- Ability to manage time and pressure effectively to ensure optimum results.
- Self-motivated and result-oriented.
- Requires minimum supervision.
- Good interpersonal skills.
- Excellent communication skills and mature disposition to be able to deal with internal stakeholders, clients, and service providers directly as the need arises.
- Ability to keep abreast of changes in the legal requirements, banking industry, and market, and use developments to offer legal solutions to changing business opportunities and threats.
- Good grasp and in-depth knowledge of the principles and laws governing banking & finance, corporate law, leasing/asset finance, land, mortgages, security realization, and employment among others.

Applications:

Suitably qualified candidates should address their application to the Human Resource & Administration Manager, Yako Bank, Forest Mall Lugogo, Kampala, Uganda, and email it to hr@yakobank.com as well as photocopies of academic testimonials, and a CV. The CV should include telephone contacts and email addresses of three referees, one of who should be the most recent employer.

The closing date for submission of the applications is **7th February 2025**. *Only shortlisted candidates will be contacted.*

Please note that in line with the bank's procedures, no job offers are made online.