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<https://careers.abcstores.com/job/sales-audit-assistant-2-3-2-2/>

FINANCE- Compliance & Contracts Senior Analyst

Description

The Compliance & Contracts Senior Analyst is primarily responsible for the general compliance and contract oversight for MNS, Ltd., ABC Stores – Guam, Inc., ABC Stores – Saipan, Inc. and SMK, Inc.

Essential Responsibilities:

- Assists in the review of contracts and agreements.
- Reviews and provides recommendations on lease agreements from Landlords.
- Responsible for drafting lease agreements for ABC's tenants.
- Reviews Subordination and Non Disturbance Agreements and Estoppels.
- Company liaison with outside legal counsel.
- Works with outside legal counsel on real estate transactions and other matters.
- Assists with the Company's trade and service name renewals.
- Advises management of legal, compliance and risk-management matters as they relate to the Company's business needs.
- Researches information and issues as requested.
- Assists with special projects.
- This position requires the employee to work onsite at our Corporate Office location. Remote work options are not available for this role

Education and/or Experience

- Recent experience with retail operations analysis.
- Familiar with organization change management process.
- Five years compliance and/or paralegal/legal work experience.

Hiring organization

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Employment Type

Full-time

Date posted

April 23, 2023

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