

# IMPROVING PEOPLE'S LIVES



Our philosophy is: Improving People's Lives. We firmly believe that the work we do improves the lives of our customers. Sunrise Medical is a world leader in the development, production and distribution of manual wheelchairs, power wheelchairs, mobility scooters and systems for perfect sitting and positioning. 2,800 people work for Sunrise Medical worldwide. In Malsch near Heidelberg, our global headquarters, we currently have around 280 employees working for our customers. If you are interested in a position in which you can not only contribute your skills, but also actively help to improve people's lives, then we look forward to receiving your application. Become part of an enthusiastic team and work with us on solutions that enrich the everyday lives of our customers.

## BUSINESS LAWYER / PARALEGAL (M/F/X)

### YOUR TASKS:

- // Review and draft legal documents and contracts
- // Organise and maintain legal records, including filing, coordinating (electronic) signatures, and archiving – acting as a point of contact for contract administration queries from internal departments
- // Managing templates and distributing to proper business groups to ensure most recent versions are being utilized
- // Assist in corporate governance tasks and entity maintenance
- // Implement legal technology to support the global legal function (e.g. contract management system software, legal entity management software)
- // Tracking outstanding legal items
- // Support in other areas, e.g. M&A, privacy, strategic projects

### YOUR PROFIL:

- // Bachelor's degree in Law (LL.B) or equivalent legal professional experience; a Master's degree (LL.M) or additional qualifications in corporate or financial law will be an advantage
- // At least 3 years of professional legal inhouse work experience
- // High attention to detail and the ability to work effectively under pressure
- // Strong organizational and time management skills, with the ability to handle multiple tasks simultaneously
- // Ability to work collaboratively in a team-oriented environment
- // Excellent written and verbal communication skills in both German and English
- // Tech savviness

### WE OFFER:

- // Your work supports our common goal of IMPROVING PEOPLE'S LIVES. Every day you contribute to improving the lives of our customers.
- // You will find an interesting area of tasks with a wide range of opportunities for professional and personal growth.
- // We offer you flexible working hours and the opportunity of mobile working.
- // We have a team-oriented and positive corporate culture that encourages initiative and commitment.
- // You will receive a practice-oriented induction plan and structured onboarding.
- // We pay an attractive remuneration in line with the market.
- // We promote your environmentally friendly mobility through the option of leasing a bike.
- // To strengthen team spirit and promote a positive working atmosphere, we regularly organize staff parties.
- // We also offer a wide range of company health benefits.

Please apply with your complete documents in writing or by e-mail, stating the earliest entry date and your salary expectations. E-mail: [candidate@sunrisemedical.de](mailto:candidate@sunrisemedical.de)

[www.SunriseMedical.de](http://www.SunriseMedical.de)

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