



Vertical Bridge Job Description

Job Title:	Corporate Counsel	Date:	4/18/18
Department:	Legal and Asset Management	Location:	Boca Raton
Reports To:	Senior Vice President and General Counsel	FLSA Status:	Exempt

Summary:

Provide comprehensive mergers and acquisitions, corporate, real estate and related legal services to internal clients operating a multi-unit, national business which owns, operates, and manages telecommunications real estate assets across the US.

Job Functions:

1. Negotiate and draft asset purchase agreements for acquisition of real property and personal property relating to communications towers
2. Negotiate and draft joint venture agreements and general corporate resolutions and documentation
3. Liaise with and provide legal business input to M&A team and Senior Vice President of M&A
4. Review ground leases, tenant leases, and title relating to target assets
5. Negotiate and draft ground lease documents and amendments
6. Negotiate and draft carrier tenant lease contracts and amendments
7. Assist General Counsel with equity/investor documentation, LLC agreement amendments, corporate governance, and financing transactions
8. Provide support to Associate General Counsel and General Counsel
9. Coordinate paralegal support and manage outside counsel

These job functions are representative of tasks accomplished by incumbents. The list is not exhaustive; incumbents perform other job related tasks.

Supervisory Responsibilities:

None

Working Conditions and Physical Demands:

Position will work directly from the corporate office with minimum travel

Education and Experience:

1. Requires a bachelor's degree and JD and must possess a current, active license to practice law
2. Minimum of 4 years of experience practicing in the areas mergers & acquisitions or real estate required. Telecommunications transactional experience preferred
3. Excellent drafting, writing and document production skills
4. Proficient in computer software applications including Microsoft Office Word. Working knowledge of Microsoft Excel preferred.
5. Requires strong attention to detail, organizational skills, negotiating skills and the ability to work quickly and independently and as part of a team
6. Strong written and verbal communication skills
7. Ability to prioritize, time manage and multi-task with limited supervision and under firm deadlines
8. Ability to work in fast-paced, high-growth changing environment with a high level of productivity

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