



IN-HOUSE COUNSEL/ HUMAN RESOURCES MANAGER

Thrive With Knez.

Knez Homes is on a search to find an In-House Counsel/Human Resources Manager to join our team! While working in this position, you should expect a pleasant, casual office space that thrives off of productivity and a special “get-it-done” attitude.

Since 1988, Knez has worked as a commercial and residential real estate developer in cities all across Northeast Ohio. The reputable and trusted image Knez holds is a reflection of our team’s dedication to constant improvement.

If you’re interested in building your career with Knez, get ready for many team outings, exploring exciting Cleveland neighborhoods and attractions, and witness the exponential growth of real estate development!

Your Core Responsibilities.

As an In-House Counsel/Human Resources Manager, your role is responsible for assisting with legal initiatives and is responsible for the overall administration and coordination of the human resources function. For a more complete idea of your day-to-day tasks, check out an official list of your core responsibilities:

- Participates in the definition and development of corporate policies, procedures and programs and provides continuing counsel and guidance on legal matters and legal implications of all sorts.*
- Serves as assisting lawyer/legal advisor on business transactions, including acquisitions and joint ventures.*
- Judges the merits of major court cases filed against or on behalf of the company, works with the appropriate executive(s) to define a strategic defense.*
- Helps to ensure that the company conducts its business in compliance with applicable laws and regulations.*
- Provides general assistance with the company’s legal function.*

Reach Your Fullest Potential.

Although there is an obvious set of technical skills needed for this position, the most important trait for you to possess is the continuous desire to learn. As an In-House Counsel/Human Resources Manager, your role requires excellent leadership and collaboration skills, communication proficiency, thoroughness and time management skills, a customer and client focus, and finally supreme problem solving and analysis skills.

What WE Need From YOU.

• Education & Experience

- Required*
 - Law degree.*
 - Admitted to the bar.*
 - Experience in a law firm environment.*
- Preferred*
 - Experience as a practicing litigation lawyer.*

• Available Hours

- Your role at Knez will require you to work typical office hours — Monday to Friday, 8 a.m. to 5 p.m. with a 1 hour lunch break.*

• Travel Time

- Although limited, your presence may be needed for local travel with an occasional out-of-town, overnight trip. Otherwise, most of your time will be spent in the office.*

Come Join Our Team.

Think this job sounds like a perfect fit for you? We hope so too. Give yourself an opportunity to succeed in a company that prospers daily. Call 440-710-0711 or email mdavid@knez.net for more information.

