

**Company: Morton Salt, Inc Chicago, Illinois**

**Job Title: Corporate Counsel – Corporate Contracts and Real Estate**

**Job Description:**

Morton Salt's Legal Department has an exciting opportunity for a collaborative and self-motivated transactional attorney with five to eight years of legal experience to work for one of the most recognizable and respected brands in North America. This position will provide transactional support, legal advice and strategic direction to Morton Salt on a wide variety of matters in support of Morton's strategies and operations.

**Job Summary:**

As Corporate Counsel – Corporate Contracts and Real Estate, the attorney is responsible for drafting, reviewing and advising on legal issues for various types of commercial agreements for Morton Salt. The attorney will also be responsible for assisting in drafting and reviewing real estate agreements and managing real estate transactions. This position is located in downtown Chicago at corporate headquarters for Morton Salt, Inc.

This attorney performs job duties consistent within safety, legal, and regulatory requirements as well as Company values, standards, culture and business practices. This attorney will act with the highest level of integrity and business and personal ethical standards in all aspects of job performance.

**Essential Duties & Responsibilities:**

- Drafting, reviewing, negotiating and working closely with business partners on various agreements in support of strategic initiatives, including vendor agreements, purchase agreements, service agreements, non-disclosure agreements and other commercial agreements.
- Developing and managing policies and procedures regarding contracts and commercial relationships, including development of appropriate form documents and clauses.
- Providing advice and counsel to Senior Real Estate Paralegal on drafting real estate agreements, leases and providing legal support and oversight on real estate transactions and general real estate matters that impact Company operations.
- Developing expertise in relevant Morton business processes in order to deliver outstanding and timely strategic legal advice.
- Creating and providing client training, self-help tools and best practices.
- Establishing and maintaining excellent working relationships with a broad and varying set of internal business and legal partners and outside resources.

- Coordinating work with other attorneys and professionals in the Law Department in order to provide efficient and effective legal services
- Performing other tasks as assigned from time to time by the General Counsel.

## **Job Requirements**

### **Knowledge, Skills & Abilities:**

- Excellent sense of prioritization and highly organized with the ability to manage multiple tasks in a fast-paced environment.
- Great communication (oral and written) and interpersonal skills within and across departments and externally; must be proactive in providing counsel to clients.
- Sound judgment; ability to clearly make reasoned recommendations; ability to cross think and determine who should be kept informed.
- Business-oriented problem solver, calm under pressure and a flexible team player.
- Ability to analyze complex contracts and transactions and propose creative and practical solutions.
- Strong writing skills required.

### **Required Education & Experience:**

- Five to eight years of experience as a commercial attorney in a strong transactional or contracts based practice as well as real estate in a corporate legal department or a nationally recognized law firm.
- J.D. degree with excellent academic credentials from an accredited law school.