



DE BRAUW  
BLACKSTONE  
WESTBROEK

Senior Legal  
Project Manager

drb

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## Senior Legal Project Manager



### Senior Legal Project Manager

De Brauw Blackstone Westbroek is an international law firm that is deeply rooted in the Netherlands. De Brauw advises more than 70% of the largest multinationals with headquarters in the Netherlands. De Brauw specialises in high-quality legal advice in complex transactions, proceedings and regulatory issues for companies and financial institutions. Over the years, De Brauw has built up a large and close-knit international network of renowned law firms. De Brauw has approximately 650 employees in Amsterdam, Brussels, London, Shanghai and Singapore.

De Brauw's relentless pursuit of excellence is driven by its core values: courageous, curious and collective. De Brauw invests in relationships of trust with its clients through profound engagement with their business. Diversity and creative entrepreneurship inspires the firm to develop innovative solutions for the legal challenges of tomorrow. De Brauw wholeheartedly fulfils its role in society through pro-bono activities, partnerships and engagement in public debate.

The Legal Operations department consists of a diverse group of people like Legal Project Managers, Legal Tech Engineers, Legal Advisers, Knowledge Management Advisers and Data Scientists.

### What makes this role interesting?

Does the idea of providing excellent client delivery across international and multi-disciplinary teams in a leading law firm excite you? Have you got what it takes to lead projects, implement change, and deliver results in a high-paced and ambitious work environment? Then this is the position you have been looking for. As a Legal Project Manager, you will be responsible for organising, managing and improving the processes in the most complex legal matters. You will be hands-on in managing legal projects and working with lawyers and clients, consulting with them closely to deliver results and implement technological solutions that improve the way of working.

You will operate on a strategic/tactical level and at the same time work on solving operational and ad hoc problems.



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Esther Rosenkrantz-Stokla (Chief Legal Operations and Business Support ):

*“The Legal Operations team is always looking to combine innovative technological developments with changing needs. We try to refine and optimize the way we work, to improve our overall service delivery, both externally and internally. This means more and more opportunities for talented and ambitious professionals who join this team.”*

### Your role will include:

- Hands-on management of legal projects. You will act as a trustworthy advisor and problem solver to senior stakeholders (e.g. clients, partners);
- Deciding on appropriate and efficient working methods, assisting with resourcing considerations, coordination of financial agreements (including third party fees), engaging third parties, consulting on costs and financial impact and advising on (and supporting) the appropriate technology, platforms and/or providers to be utilised in each project;
- Overseeing, coordinating and streamlining the (financial) management of matters, including liaising with relevant contact persons at the client and external parties.

### Expertise and Personality

The Senior Legal Project Manager has at least five years project management experience in an international and high-paced environment (preferably at a law firm), with experience in managing a multi-disciplinary team but also experience in working independently. A Legal or Business degree is necessary, as well as an excellent command of the Dutch and English language (written and verbal). Important qualities for the Senior Legal Project Manager are a service-oriented mindset, get-the-job-done mentality, excellent skills in diplomacy and stakeholder management, organisational sensitive skills, networking, a down-to-earth, assertive and proactive attitude and great realisation power. Experience with visualisation tools such as PowerBI and Tableau, and basic knowledge of SQL is a plus (but no requirement).



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## Contact Information:

The search and selection of this function is exclusively outsourced to DRB. Please do not hesitate to contact us for questions or additional information regarding this function or De Brauw Blackstone Westbroek.



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