

BAHAMAS POWER AND LIGHT COMPANY LTD.
VACANCY NOTICE



VN.NO. 2026-64

LEGAL OFFICER

A vacancy exists in the Company for the position of **Legal Officer**.

The Position

The Legal Officer will work within the Legal Division and will assist the drafting of legal documents, providing sound legal advice and legal services. Drafting requirements would include, but is not limited to, drafting demand letters, pleadings for commercial and debt recovery litigation, leases and wayleaves, and standard contract forms etc. The Legal Officer will also participate in the negotiation of industrial agreements, in trade disputes and other dispute resolution. In addition, the job assists management with effective handling of industrial relations processes, conducting research, preparing reports and appearing before the Industrial or Utilities Appeal Tribunal and the Law Courts within the Commonwealth of the Bahamas.

Responsibilities of the position include, but are not limited to, the following:

- Preparation and compilation of briefs to assist with Magistrate, Supreme Court and Court of Appeal, Industrial Tribunal and Utilities Appeal Tribunal matters and other matters assigned by the Director of Legal Affairs;
- Tracks litigation matters with external counsel, insurers and the Dept. of Labour;
- Prepares periodic litigation/judgment reports and status reports;
- Conducts review of Tender Documents and drafts Letters of Awards;
- Drafts and reviews contracts;
- Reviews and drafts responses to public consultations and correspondence from the Utilities Regulation and Competition Authority;
- Assists with the creation and maintenance of a contract database;
- Performs a variety of other legal functions as may be directed by the Senior Counsel.

Job requirements include:

- A Bachelor's Degree in Law with a minimum of 5 years call to the Bar of the Commonwealth of the Bahamas;
- Litigation experience with relevant expertise in public and administrative law/ judicial review/ investigations and inquiries/, labour law, personal injury, commercial and industrial disputes, and contract law; regulatory experience is a plus;
- Proficient legal research skills;
- Legal drafting skills;
- Sound reasoning and analytical skills;
- Excellent verbal and written communication skills;
- Strong organizational skills;
- Ability to interact effectively with others from varied disciplines as part of a team, including internal and external clients;
- A high level of confidentiality.

Interested persons should apply to Afuture@bplco.com on or before: **January 30, 2026**
Only candidates meeting the criteria will be contacted.