



When you make an **impact** on our global business

Insight

Are you looking for a new exciting career in the banking industry?

Do you want to be appreciated not only for your qualifications, but also for your talent?

Then we should get to know each other!!!

Deutsche Bank is one of the world's leading international financial service providers with over 80,000 employees and unparalleled financial services in 72 countries. As a global leader in investment banking, Deutsche Bank is continuously growing. We need you to be part of Deutsche Bank's Legal Documentation Centre in Mumbai catering to the Deutsche Bank business across the world.

Job Summary

- Your role will be to assist the legal team based in Mumbai that supports global hubs with respect to the financial products transactions undertaken by the Deutsche Bank Group globally by drafting and reviewing contractual and other legal documentation
- You will be assisting in various project related work including analysis
- Your role may involve you liaising directly with the front office

Primary Working Relationship

- The resource will report to the Manager or his assignee
- The position may also interact with offshore and onshore personnel

Job Requirement

- Strong problem solving and/or analytical skills
- Excellent communication skills, both oral and written
- Ability to work independently, as well as in a team environment
- Proficient in Word and Excel
- Strong legal principals
- Ability to forge strong relationship with internal departments
- Eye for detail
- Ability to multi-task and work in a fast-paced environment
- Excellent interpersonal skills and team player

Competency Based Requirement

Teamwork

- Supports sharing of information, knowledge and expertise to achieve innovative solutions

Communication

- Listens openly to feedback from managers and colleagues and uses information to improve personal performance and work practices
- Articulates ideas and issues in clear concise language
- Shares information openly and communicates effectively with team members and with other teams
- Listens well, incorporating others' feedback and ideas, and responds appropriately
- Fosters open honest communication with management and with staff

Integrity, trust & fairness

- Acts with integrity in all interactions with colleagues and team members
- Treats others fairly, showing respect and courtesy
- Builds trust by responding openly, genuinely and consistently to others.

Performance orientation

- Asks for regular performance feedback and adjusts performance when necessary to ensure goals are met
- Sets and achieves realistic, challenging goals, honors commitments and delivers on promises
- Agrees goals, assesses goals on a regular basis and adjusts when necessary
- Deals effectively with pressure; maintains focus and intensity and remains optimistic and persistent, even under adversity

Analysis & problem solving

- Determines and addresses the root cause of problems in a timely and effective manner

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