

US Employment Lawyer Job Description template

US Employment Lawyer Job Description Template/Brief

We are seeking a knowledgeable US Employment Lawyer to join our legal team. This role involves advising on employment law matters, handling workplace disputes, and ensuring compliance with labor regulations. The ideal candidate should have a strong understanding of US employment laws and excellent negotiation skills.

US Employment Lawyer Job Profile

A US Employment Lawyer provides legal guidance on employment-related issues, including workplace policies and employee rights. They handle cases involving discrimination, harassment, and wrongful termination, and draft employment contracts. This position requires a deep understanding of federal and state labor laws and the ability to manage complex legal cases.

Reports To

The US Employment Lawyer reports to the Head of Legal or the Chief Legal Officer.

US Employment Lawyer Responsibilities

- Provide legal advice on employment laws and regulations.
- Draft and review employment contracts and policies.
- Handle workplace disputes and represent the company in legal proceedings.
- Conduct investigations into allegations of workplace misconduct.
- Advise on employee terminations and disciplinary actions.
- Ensure compliance with federal and state labor laws.
- Develop and implement training programs on employment law issues.
- Stay updated on changes in employment legislation and case law.

US Employment Lawyer Requirements & Skills

- Juris Doctor (JD) degree from an accredited law school.
- Admission to the state bar and in good standing.
- Proven experience as an employment lawyer or similar role.
- Strong knowledge of US employment laws and regulations.
- Excellent research, negotiation, and communication skills.
- Ability to handle confidential information with discretion.
- Strong analytical skills and attention to detail.