



OCEAN VIEW DEVELOPMENT COMPANY (PVT) LTD

CAREER OPPORTUNITY

Ocean View Development Company (Pvt) Ltd is a leading real estate and property development company in Sri Lanka, driven by a vision "To be on the top of excellence in the property development sector." With a strong focus on quality, innovation, and customer satisfaction, OVDC specializes in the development of individual homes and condominiums that meet modern urban needs. We are committed to delivering spacious, well-designed properties with reliable maintenance services offered at affordable prices to enhance everyday living.

Our company is seeking a qualified and motivated individual to the following permanent position, subject to a one year probationary period.

Manager (Legal)

Primary responsibilities

- Draft, review, and finalize all legal agreements related to apartment rentals, leases, and tenant management.
- Provide legal advice and guidance to management on matters related to corporate legal matters, property law, tenancy issues, contracts, and compliance requirements.
- Represent the company in court proceedings and liaise with external legal bodies when required.
- Ensure all company legal documents and processes comply with the laws and regulations of Sri Lanka.
- Handle legal aspects of client interactions, including dispute resolution and enforcement of legal provisions in agreements.
- Drafting, vetting and negotiating construction-related agreements, contracts, MOUs, and legal documents.
- Support other company divisions by offering legal clarification and reviewing documents relevant to their operations.
- Monitor changes in relevant laws and regulations and advise management accordingly.
- Coordinate with government authorities, regulatory bodies, and stakeholders regarding legal matters of the company.

Qualifications

01. Should be an Attorney-at-Law with L.L.B and possess a valid Notary Public License to practice within the Colombo Jurisdiction in Sinhala & English.
02. A minimum of one -year post qualifying experience in the relevant field to the post, after obtaining the above qualification.

Other Additional Qualifications

01. Experience in legal representation in courts & dealing with clients .
02. Experience in the legal field, e.g. in a law office or legal aid capacity.
03. Experience in conveyance.
04. Familiarity with legal systems of Sri Lanka.
05. Sound company secretarial experience.

Remunerations

- Salary Scale - Rs. (63,000+09x848+10x1018+10x1221= 93,022)
In addition,
Basic - Rs. 63,000.00
Cost of living - Rs. 17,800.00
Other allowance - Rs. 9,000.00
- **Monthly Gross Salary - Rs. 89,800 /-**

Other Benefits

- * A medical insurance coverage, and leave encashment, will be offered to the selected candidate.
- * EPF contribution will be 10% by the employee; OVDC will contribute 15% and 3% for EPF and ETF respectively.
- * Age should be not less than 25 years and not more than 45 years.
- * Should be a citizen of Sri Lanka.
- * Should be physically and mentally fit to discharge the duties of the post effectively and serve any part of the Island.

Application Details

Interested candidates meeting the qualifications should E-mail their applications / Resume to,

Email – hr@ovdc.lk

Application Deadline: : **24 September 2026**
(Applications submitted after the deadline will not be considered)
Conditions apply.

For inquires or further information contact,
Manager (HR), Tel- **011-2598317**

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AMBITIONS REALIZED

Chairman /Managing Director,
Ocean View Development Company (Pvt) Ltd.
" Ocean Tower "19th Floor, 25 ½, Station Road, Colombo-04.