

PARALEGAL – FRANCHISING

Ville Saint-Laurent, QC

MTY Tiki Ming Enterprises Inc. (“MTY”) is an important franchisor in the restaurant industry. It operates over twenty-five franchise systems that count over 2500 franchised businesses in Canada. MTY’s business activities continue to grow steadily and it is looking for a paralegal to join its legal team.

Job description summary

The required work consists in:

- (i) preparing franchise disclosure documents (as required in six Canadian provinces);
- (ii) preparing franchise agreements (based on templates) and various related agreements;
- (iii) communicating with franchisees, landlords and the MTY operations teams.

90% of the work and documentation is in English.

The position is at the head office of MTY in St-Laurent.

Required qualifications

- The candidate must be fluent in English;
- An ability to focus on detail;
- Excellent communication skills in English;

No experience is required. The employer will fully train the candidate.

Contact and required documentation

Interested candidates should apply by email to Philippe Colivas at pcolivas@mtygroup.com and provide the following:

- Letter of presentation;
- CV;
- If recently graduated from a college or technical school, a copy of the candidate’s marks.