

# Legal Trainee

Job ID REQ-10062047

9月 16, 2025

Latvia

### 摘要

-To be used only for Intern or Student positions. Please enter specific details in the Additional Specifications Details field

About the Role

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At Novartis, we are reimagining medicine to improve and extend people's lives. As a Legal Intern for the Baltics, you will support legal operations across Lithuania, Latvia and Estonia. This internship offers a unique opportunity to gain hands-on experience in a global pharmaceutical company, working alongside experienced legal professionals in a dynamic

#### and international environment.

## Key Responsibilities

- · Assist the legal team with research and documentation.
- Support in reviewing contracts and legal correspondence.
- · Help maintain legal files and records.
- Participate in meetings and take minutes.
- · Learn and apply legal principles under supervision.

#### Qualifications

- Currently pursuing a degree in Law or a related field.
- Strong interest in corporate and commercial law.
- · Excellent communication and organizational skills.
- Proficiency in English; knowledge of local languages is a plus.
- Eagerness to learn and contribute to a team environment.

#### Why Join Us

This internship is ideal for law students or recent graduates who are passionate about corporate and commercial law. You'll be part of a collaborative team that values curiosity, integrity, and innovation. You'll have the chance to contribute to meaningful projects that impact healthcare delivery and gain insights into how legal strategy supports business operations in a highly regulated industry.

#### What We're Looking For

- Currently pursuing or recently completed a degree in Law.
- Strong interest in pharmaceutical or healthcare law.
- Excellent communication and organizational skills.
- Proficiency in English.
- Eagerness to learn, adapt and contribute to a team environment.

Remuneration for position is starting from 1000.00 EUR gross monthly.

Location: Riga/ Vilnius.

Why Novartis: Helping people with disease and their families takes more than innovative science. It

takes a community of smart, passionate people like you. Collaborating, supporting and inspiring each other. Combining to achieve breakthroughs that change patients' lives. Ready to create a brighter future together? <a href="https://www.novartis.com/about/strategy/people-and-culture">https://www.novartis.com/about/strategy/people-and-culture</a>

Join our Novartis Network: Not the right Novartis role for you? Sign up to our talent community to stay connected and learn about suitable career opportunities as soon as they come up: <a href="https://talentnetwork.novartis.com/network">https://talentnetwork.novartis.com/network</a>

Benefits and Rewards: Read our handbook to learn about all the ways we'll help you thrive personally and professionally: <a href="https://www.novartis.com/careers/benefits-rewards">https://www.novartis.com/careers/benefits-rewards</a>

部门 International

Business Unit Universal Hierarchy Node

地点 Latvia

站点 Latvia

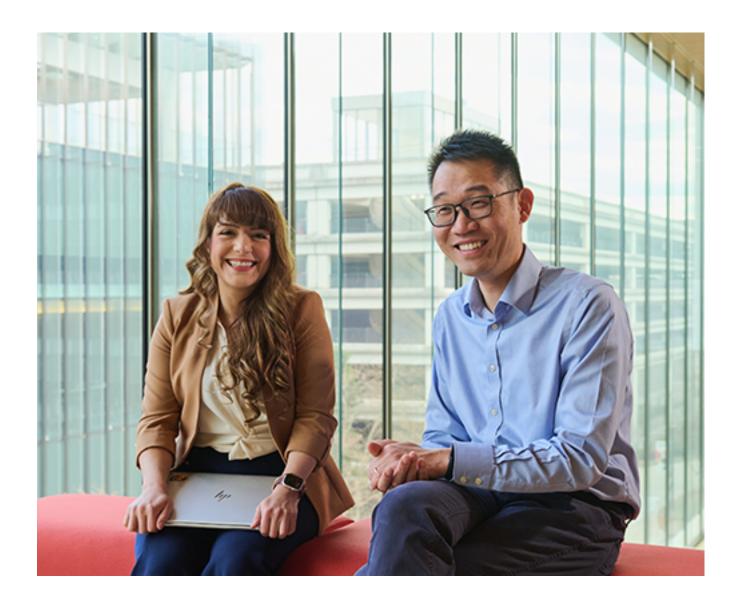
Company / Legal Entity LV01 (FCRS = LV001) SIA Baltics, Latvia

Functional Area Others

Job Type Part time

Employment Type
Early Career (Fixed Term)

Shift Work No



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