

## Legal Summer Student

 Calgary

 Posting Date: February 4, 2025

 Closing Date: February 24, 2025

### **WORKING AT PRAIRIESKY**

PrairieSky is dedicated to creating a workplace that attracts and retains exceptional talent. We seek individuals who are hardworking, driven, and eager to consistently execute and contribute to our collective success and generate long-term value. Our focus is on fostering a positive, high-performance culture that emphasizes collaboration, innovation, process improvement, and continuous learning. We offer opportunities for both personal and professional growth, ensuring that our dynamic, fast-paced environment remains engaging and energizing.

PrairieSky and our employees are dedicated to giving back to the communities where we work and live. We support causes that make a significant and positive impact through strategic partnerships, employee volunteerism, donation matching programs, and workplace campaigns.

### **POSITION**

PrairieSky has an exciting opportunity for a highly motivated student to join our Legal Department. The successful candidate will provide support to the General Counsel on legal-related assignments and projects. This is a term position from May to August 2025.

### **RESPONSIBILITIES**

- › Conduct due diligence on various merger and acquisition opportunities.
- › Draft documents and agreements; conduct research on various topics and draft research memoranda.
- › Provide litigation support.
- › Learn to coordinate and instruct outside counsel on tasks and assignments.
- › Assist the General Counsel on legal-related assignments and projects.
- › Other duties and projects as assigned.

## QUALIFICATIONS

- › Minimum completion of first or second year of studies towards a Juris Doctor degree.
- › Advanced Word and Excel capabilities.
- › Demonstrate a commitment to deliver quality results in a fast-paced environment with a high attention to detail.
- › Capacity to be both a cooperative team member and a self-starter.
- › Exceptional verbal and written communication skills.

*PrairieSky is an equal-opportunity employer, celebrating diversity and the unique perspective it brings. We are committed to building a team enriched by a wide range of ideas, experiences, and background.*

**If interested in this position, please forward a copy of your cover letter, resume and transcripts to: [humanresources@prairiesky.com](mailto:humanresources@prairiesky.com).**