

**Contract Manager
Remote Work Opportunity**

Recognized for more than 30 years of growth in visual data mining technologies, Salient delivers a lightning-speed solution that empowers people and impacts business at all levels. As an industry leader, we attribute our success to our cutting-edge technology and to the contributions of our dedicated, forward-thinking employees.

We offer a fast-paced work environment focused on the professional development of all employees. As part of our generous compensation package, Salient offers paid time off between Christmas and New Year's. We foster open communication and are committed to a team-oriented environment.

We are seeking a Contract Manager to coordinate contracts and legal reviews for clients, vendors, employees, contractors, etc., leveraging templates and outside counsel resources to fulfill the company's legal needs.

Education/Experience

- Bachelor's Degree in Business, Finance, or Legal Studies
- 10+ years' relevant work experience

Primary Duties & Responsibilities:

- Manage Salient's legal matters and optimize organizational efficiency regarding legal matters.
- Review and create agreements for clients, vendors, employees, contractors, etc., based on existing templates and past examples.
- Liaise with outside counsel as needed for new / complex items, trademark management, and understanding of new laws.
- Maintain knowledge of Salient's operations and legal documents.
- Maintain templates, contract records, and legal procedures.
- Protect Salient's intellectual property.
- Leverage relationships with other departments to foster strong collaboration and results.
- Educate teams as to legal considerations and potential risks.
- Balance legal efforts across Commercial and Healthcare divisions and corporate-level items.

Salient Corporation is proud to be an Equal Opportunity Employer.

All qualified applicants will receive consideration for employment without regard to race, color, religion, creed, sex, sexual orientation, marital status, military status, veteran status, age, national origin, citizenship, ancestry, disability, predisposing genetic characteristics, domestic violence victim status, or any other status protected by law.

In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification document form upon hire.