



## **Corporate Attorney**

Full Time

### **THE OPPORTUNITY**

The Corporate Attorney plays a critical role in safeguarding the legal interests of the company. This position provides practical, business-focused legal advice across a wide range of business functions, collaborating closely with internal clients to ensure legal compliance while advancing the bank's strategic and business objectives.

**Apply online at:** [https://capfed.wd503.myworkdayjobs.com/CapFed\\_Careers/job/Topeka-KS/Corporate-Attorney\\_R-101302-1](https://capfed.wd503.myworkdayjobs.com/CapFed_Careers/job/Topeka-KS/Corporate-Attorney_R-101302-1)

Please include a current resume and cover letter when submitting your application. Be prepared to provide a legal writing sample, if requested.

### **WHAT YOU'LL DO**

- Provide timely, practical legal research, analysis, and advice on a broad range of legal, legislative, and regulatory matters affecting the bank.
- Communicate legal advice clearly and effectively—both orally and in writing—to management and internal business partners.
- Support the General Counsel and Assistant General Counsel on general legal and operational matters.
- Draft, review, and negotiate vendor agreements, customer-facing agreements, commercial loan documents, and other legal documents to ensure compliance with legal and regulatory requirements and alignment with the bank's policies and business objectives.
- Advise management on day-to-day legal issues, including employment-related matters and contract disputes.
- Evaluate matters for referral to outside counsel and assist in managing and overseeing outside counsel, as appropriate.
- Manage litigation matters, including supervising outside counsel and handling routine litigation activities.
- Assist in responding to customer complaints, subpoenas, garnishments, and other legal process.
- Collaborate proactively with legal team members and business stakeholders to support departmental and organizational goals.
- Perform other related duties as assigned.

### **WHAT WE'RE LOOKING FOR**

- Juris Doctor from an accredited law school.
- Active license to practice law in at least one U.S. jurisdiction; if not currently licensed in Kansas, must obtain Kansas licensure within six months of hire.
- Minimum five years' relevant legal experience.

- Strong legal research, analysis, and writing skills, with the ability to provide clear, practical legal advice to business partners.
- Demonstrated ability to manage multiple matters simultaneously and exercise sound judgment in a fast-paced environment.
- Experience in banking, financial services, or a similarly regulated industry preferred.

## **WHO WE ARE**

At Capitol Federal® we know a great company starts with great people. Together, we can shape the future of banking in the Midwest. Since 1893, Capitol Federal has remained steadfast in our philosophy of Safety in Savings, Sound Lending Policies, Quality Customer Service and Commitment to Community. By building strong relationships with customers and relying on our core philosophies, we've developed a positive work environment that focuses on superior service to our customers and delivering opportunities for our employees to grow and succeed.

## **OUR BENEFITS**

Capitol Federal® offers a comprehensive benefits package to meet the needs of our employees. Our benefits include: Health / Dental / Vision Insurance, Basic Life & AD&D, Supplemental Life Insurance, Health Care / Dependent Care Flexible Spending Accounts, Group Accident, Critical Illness, Group Legal, Hospital Indemnity, Long-Term Disability and Short-Term Disability, 401(k) and Employee Stock Ownership Plan (ESOP), Employee Assistance Program (EAP), Paid Time Off (PTO) and Holiday Pay, and Premium CALM Subscription.

We also offer other perks, like a corporate wellness program, service awards, referral bonuses, one deposit account not subject to a minimum balance service charge, one free small safe deposit box, free parking, and corporate discounts on movie tickets, fitness centers, and more.

## **WORK ENVIRONMENT**

Capitol Federal's legal department is located at our Home Office in Topeka, Kansas with the option of occasionally working remotely or at other Capitol Federal locations, subject to business needs and manager approval.

CapFed® is an equal opportunity employer.