SQUIRE PATTON BOGGS

# Marta Extremera Millán




**Associate**

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**Languages spoken**
Spanish | English

## About Marta

Marta Extremera is an associate in the Labour & Employment Practice in the Madrid office. Throughout her career, she has advised companies on all aspects of employment law, providing comprehensive support in matters relating to employment relationships, social security, occupational health and safety, as well as immigration and foreign nationals' law.

Marta has extensive experience in labour due diligence processes, having participated in both domestic and cross-border transactions. This has given her a strong command of the review, analysis and management of complex employment documentation in corporate transactions.

Her practice also includes providing specialised advice on collective bargaining agreements, working time arrangements, remuneration structures, unpaid leave, terminations, leaves of absence and the implementation of mandatory employment policies, such as equality plans and anti-harassment protocols.

Marta regularly drafts and reviews a wide range of employment documentation, including employment contracts for senior executives and top management, as well as complex contractual clauses such as confidentiality, non-compete and non-solicitation provisions. She also has significant experience in drafting termination letters, both disciplinary and objective, and has successfully advised multinational companies on collective redundancy procedures, ensuring that such processes are carried out in an orderly manner and in full compliance with applicable legislation.

In addition, Marta represents clients in oral conciliation hearings and labour court proceedings, where she has effectively defended their interests.

Finally, she provides tailored advice on immigration matters to both companies and individuals. Her experience includes managing applications for highly qualified professional visas, digital nomad visas and intra-company transfers, as well as advising on procedures for obtaining residence permits and Spanish nationality. Her comprehensive and practical approach ensures high-quality legal advice while facilitating procedures and ensuring full regulatory compliance.

## Experience

- Advising clients on transfers of undertakings, workforce restructuring, redundancies and collective dismissal procedures.
- Calculating statutory and contractual severance payments and drafting termination documentation, including dismissal letters and settlement/compromise agreements.
- Preparing legal documentation for conciliation proceedings and labour court litigation.
- Advising international clients on the termination of senior executives and directors, including the negotiation and enforcement of post-contractual restrictive covenants.
- Advising on potential irregularities in recruitment and hiring processes.
- Providing advice on the regulatory framework governing work permits in Spain.
- Identifying and determining the applicable collective bargaining agreements for each client's sector in order to structure employment contracts.
- Advising on immigration and mobility matters, including nationality and residence procedures, as well as authorisations for investors, entrepreneurs, highly qualified professionals and intra-company transferees.
- Advising on and preparing the documentation required for collective redundancy procedures, ensuring compliance with applicable labour regulations.
- Advising on and drafting equality plans, anti-harassment protocols and whistleblowing policies.

## Credentials

### Education

- Instituto de Empresa, B.A., Access to Legal Practice, 2022
- Instituto de Empresa, M.A., Legal Advice for Companies, 2022
- Pontificial University of Comillas (ICADE), Law Degree, 2021

### Admissions

- Madrid, 2022

### Memberships & Affiliations

- Admitted to the Madrid Bar Association

## Expertise

### Services

- Labor & Employment

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