

Private Client Lawyer 0 - 2 yrs PQE

Person Specification

FACTORS			CRITERIA	MEANS OF ASSESSMENT		
				Application	Reference	Interview
Education and Professional Qualifications	Essential	A	A1. Admitted Solicitor NQ – 2 years PQE or A2. FCILEx 0 - 2 yrs PQE	x		
	Desirable	B	B1. Membership of STEP or equivalent professional body (or involved in or willing to take membership)	x		
Experience/ Training	Essential	C	C1. Demonstrable evidence of experience working as a Private Client Lawyer covering Wills, Probate, LPA and COP work and Trust work	x		x
			C2. Experience working in private practice	x		x
			C3. Used to working to targets	x		x
Desirable	D	D1. Experience of more complex Court of Protection applications and/or Professional Deputyship	x		x	
Specific aptitude and abilities	Essential	E	E1. Well organised	x		x
			E2. Able to work to deadlines			x
			E3. Client / service focused			x
			E4. Commercial approach – understanding importance of billing		x	x
Desirable	F	~				
Interpersonal skills	Essential	G	G1. Good people skills and able to earn respect from others		x	x
			G2. Able to use own initiative			x
			G3. Team player - able and willing to help and support colleagues		x	x
Desirable	H	~				

Special factors	Essential	I	11. Own transport and valid clean driving licence	x		x
			12. Enthusiastic		x	x
			13. A flexible approach to work		x	x
	Desirable	J	~			