

Commercial Property Lawyer (Solicitor/FCILEx). 3 yrs + PQE

Job Description

Overall Purpose:

To carryout a fee earning role within the Commercial Property Department and provide a profitable contribution to the department and the Firm.

Reporting to: Head of Department

Location: Dominus Way, Leicester with occasional visits to Market Harborough

Main Duties to Include:

1. Responsible for providing high quality, timely, professional fee earning in relation to commercial property transactions and related work. This will include all types of non-residential conveyancing including commercial landlord and tenant, residential and business development sites and other freehold and leasehold transactions and work relating to easements and covenants.
2. Responsible for working effectively with own initiative to act in the best interests of clients, maximising profitability and working within a team environment, always exercising high standards of client care.
3. Responsible for maintaining an up-to-date knowledge of Property Law matters and case law, legislation and trends, to share with fellow fee earners as appropriate. To comply with the SRA Code of Conduct at all times and relevant Law Society training requirements.
4. Effectively managing the financial aspects of all clients files for which the fee earner is responsible and to comply at all time with the Firm's procedures
5. Responsible for actively proposing, contributing to and participating in agreed marketing initiatives

Job Features

Planning and Organising... own day to day activities

Decision making... To conduct day to day activities in relation to client matters in the best interests of the client and consistent with the business plan and aims of Lawson-West

Internal / External Relationships

Internally... To develop and maintain sound business relationships with the other departments.

Externally... To develop and maintain sound business relationships with clients, business contacts and referral partners. To ensure the highest level of client care, consistent with the standards set out by the Firm, and consistent with its Core Values and Vision and Mission Statements

Problem Solving... to participate in, and encourage other staff to participate in, the development of improved operating practices consistent with the Firm's practice of continuous improvement.

Financial Management...to achieve agreed fee earner targets.

Marketing...to be an active member of the team and encourage others to be active in helping to generate and promote marketing initiatives to promote the services of the Firm, in co-operation with the Department Head and the Firm's Marketing Manager.