

Employment Fee Earner (Solicitor or FCILEx) 2-3 yrs PQE

Person Specification

FACTORS			CRITERIA	MEANS OF ASSESSMENT		
				Application	Reference	Interview
Education and Professional Qualifications	Essential	A	A1. Admitted Solicitor 2-3 yrs PQE Or A2. FCILEx 2-3 yrs PQE	x		
	Desirable	B				
Experience/ Training	Essential	C	C1. Demonstrable evidence of experience working as an employment/litigation lawyer with claimant experience C2. Experience working in private practice C3. Used to working to targets	x x x		x x x
	Desirable	D	D1. Handling own advocacy D2. Respondent Experience D3. Experience managing own caseload	x x x		x x x
Specific aptitude and abilities	Essential	E	E1. Well organised E2. Able to work to deadlines E3. Client / service focused E4. Commercial approach – understanding importance of billing	x		x x x x
	Desirable	F	~			
Interpersonal skills	Essential	G	G1. Good people skills and able to earn respect from others G2. Able to use own initiative G3. Team player - able and willing to help and support colleagues		x	x x x
	Essential	I	I1. Enthusiastic I2. Own transport and valid driving licence I3. A flexible approach to work	x		x x x
	Desirable	J	~			