

<https://giaconsultancy.co.uk/job/credit-hire-paraegal/>

Credit Hire Paralegal

Description

My Liverpool based client is seeking an experience Paralegal for their expanding Credit Hire team. Undertaking pre-litigated work, the role requires someone with previous Credit Hire experience.

Responsibilities

- Management of a caseload of pre litigation cases involving personal injury and credit hire.
- There will be a mixture of liability admitted and disputed cases
- Compliance with internal instructions and those from supervisors, in a timely fashion
- Ensuring cases are ran efficiently and with regular updates to the credit hire company
- Building and maintaining a good relationship with the hire company
- Working effectively with the existing team
- Experienced in using a case management and diary system
- Ability to negotiate and settle cases/ achieve best outcomes

Qualifications

- Previous Credit Hire experience is essential
- Comfortable handling a full caseload of RTA claims.
- Full understanding of the PI process including costs
- Previous use of Proclaim advantageous
- Excellent knowledge of case law pertaining to this are and also the MOJ protocol, the pre action protocol for personal Injury claims and the CPR.
- Understanding and experience of key KPIs – settlements, billing, case duration etc.
- Committed organised and dedicated – able to cope with pressure
- The ability to manage own workload whilst keeping quality of work to a high standard.
- Self-motivated and able to work independently and as part of a team
- Target driven whilst maintaining exceptional client care
- Excellent telephone manner and communication skills.

Job Benefits

They offer a clean professional office working environment with fantastic facilities in the heart of Liverpool City Centre which has great travel links. A competitive salary including 23 days holiday allowance plus 8 bank holidays. Employee Assistant Programme. Workplace pension scheme. Free onsite Gym, weekly classes and wellbeing programmes. Discounted onsite Restaurant, Coffee Shop / Café. Secure bike storage. Discounted local parking. The opportunity to develop a rewarding and successful career with a wonderful Law firm.

Contacts

Apply now for immediate consideration.

Hiring organization

Gia Consultancy

Employment Type

Full-time, Permanent

Beginning of employment

ASAP

Duration of employment

Permanent

Industry

Legal

Job Location

Liverpool

Working Hours

Full Time

Base Salary

£ 25000 - £ 35000

Date posted

January 10, 2024

Valid through

29.02.2024