

<https://giaconsultancy.co.uk/job/employment-solicitor/>

Employment Solicitor

Description

My Aylesbury based client is looking to appoint an Employment Solicitor with a minimum of 3 years PQE to handle a mixed caseload of claimant and respondent matters.

Responsibilities

Your role will involve the following responsibilities: –

- Run your own caseload, with supervision when required.
- Provide advice to clients on a variety of employment law issues.
- Draft documents, i.e., contracts, settlement agreements, policies, procedures, and handbooks
- Take and draft witness statements.
- Analyse and evaluate evidence of cases.
- Conduct pre-hearing reviews.
- Undertake research.
- Liaise with clients and other professionals such as barristers.
- Represent clients at Employment Tribunals.
- Be business development focused.
- Ability and desire to sell our fixed price employment law retainer, Employ-Line.
- Deliver presentations/seminars on employment matters.

Qualifications

An experienced Employment Solicitor with a minimum of 3 years PQE, you will be able to demonstrate the following key skills: –

- Excellent client care skills
- Professional with a pro-active approach
- Highly effective communicator
- Concise and clear document drafting
- Excellent organisational skills
- Conscientious and hardworking
- Team player

Job Benefits

This is a great opportunity with a competitive basic salary, determined by skills and experience, along with the opportunity to work on a varied and interesting caseload. In addition, you can expect a range of benefits.

Contacts

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Hiring organization

Gia Consultancy

Employment Type

Full-time, Permanent

Beginning of employment

ASAP

Duration of employment

Permanent

Industry

Legal

Job Location

Aylesbury

Working Hours

Full Time

Base Salary

£ 35000 - £ 55000

Date posted

March 10, 2021

Valid through

30.04.2021