

<https://giaconsultancy.co.uk/job/multi-track-personal-injury-solicitor-nq/>

Multi- Track Personal Injury Solicitor (NQ+)

Description

My client, a specialist personal injury solicitor, is seeking to appoint an NQ+ Solicitor (or soon to qualify Fee Earner) to manage a caseload of serious injury claims.

Responsibilities

Day to day responsibilities include:

- Research using internal resources.
- Assisting a Partner and a Solicitor on serious, catastrophic and fatal personal injury cases.
- Running their own cases with appropriate support and supervision – including client meetings in person and by telephone/video calls, as appropriate.
- Working to court deadlines.
- Assisting with file organisation.
- Drafting letters of instruction.
- Drafting Court documents and other documents such as witness statements (covering liability and quantum) and Schedules of Loss.
- Liaising with Counsel and Medical experts.
- Reviewing medical records and drafting Chronologies.
- Use of in-house case management system.
- Keeping clients updated in a clear and empathetic manner.
- Ensuring that client's rehabilitation and financial needs are at all times being considered and met on an ongoing basis.
- Maintaining awareness of the Civil Procedure Rules and their application to the Multi-Track process.

Qualifications

To be considered for this role you will:

- Having completed their training to become a Solicitor, or be close to doing so, or any other equivalent experience.
- Previous experience of working in a (preferably Multi-Track) personal injury department.
- Experience within an office environment.
- Excellent written and verbal communication skills.
- IT Skills such as Word/ Outlook/ Excel.
- Proven ability to work to deadlines.

Job Benefits

In return, you can expect a competitive basic salary along with a range of benefits befitting a national 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

Birmingham

Working Hours

Full Time

Base Salary

£ 25000 - £ 30000

Date posted

December 22, 2021

Valid through

27.01.2022