



Commercial Property Solicitor Job and Person Specification

Longmores Solicitors LLP

Longmores Solicitors LLP is a long established but progressive five member (eight partner) firm based in Hertford. Our fee earners are all specialists and we act for a wide range of commercial, private and public sector clients. We are ranked in Chambers & Partners 2019 UK directory and the Legal 500 2019 guide. The firm is accredited as an Investor In People (Gold Award) and holds the Lexcel Award.

Our Commercial Property practice area has a strong reputation both locally and further afield. Our aim is to recruit progressive, forward thinking individuals who wish to be part of our growth and who share our core values. For further information about Longmores please see our website www.longmores.law.

Job Purpose

The purpose of the role is to take on an existing caseload and to be actively involved in business development. The person appointed will work alongside the Commercial Property partner and two solicitors, one senior and one junior, with a support team of three. The appointment will be at senior assistant level and there are real career prospects for the right person.

The aim is for the successful applicant to join Longmores as soon as possible to assist in the handover of clients and to start developing new business opportunities. The practice area has an ambitious business plan and the successful candidate will play a role in implementing that plan.

The role will involve the ability to handle a broad range of commercial property transactions and landlord and tenant related matters. The successful applicant will report to the Head of the Commercial Property practice area.

Duties and Responsibilities

In addition to the caseload the successful candidate will be expected to be actively involved in all aspects of business development including presenting of seminars, writing articles and blogs and networking within the local business community and with key referrers.

Person Specification

Education/Qualifications
A qualified and practising Solicitor with at least five years PQE in Commercial Property.
Strong academic record.
Full time position.

Knowledge and Experience
A sound knowledge and practical experience of commercial property work is essential. We are looking for someone who is already a commercial property specialist.
Experience of and a real interest in business development is essential.
Abilities and Skills
Excellent interpersonal skills, in particular an ability to develop a relationship of trust with clients and colleagues alike.
Ability to draft letters and documents to a high standard and with attention to detail.
Strong organisational skills.
Strong verbal communicator.
Ability to demonstrate empathy and understanding of clients' needs.
Ability to use initiative to seek opportunities to raise the firm's profile and to recognise new business opportunities.
Ability to deal with a large volume of work, managing conflicting priorities whilst ensuring that every job is handled with the highest levels of accuracy and care.
An effective team player, combined with an ability to work under own initiative.
Well-developed IT skills including Microsoft Outlook, Word and Excel.
Personal Attributes
A team player who is looking for a long-term future with a progressive, well regarded firm.