

bower bailey

SOLICITORS

Post: **Property – Residential (& Commercial)**

Salary: Competitive & commensurate with experience

Location: Witney – Office based

We are looking for a property lawyer or licenced conveyancer to join our highly regarded property team in our Witney office. This is the perfect opportunity for someone keen to take the next step in their career at a firm where you will work alongside like-minded ambitious, friendly, and supportive professionals.

The Role:

- A fee earning role dealing primarily with a caseload of residential property transactions, including sales, purchases, freehold, leasehold, and re-mortgages
- The role also has scope for someone with the relevant dual experience to undertake commercial property work to include acquisitions, disposals & refinancing, leases and renewals, conditional contracts, option, promotion agreements & development agreements
- Growing and developing a network of clients and referrers, and
- Assisting the partners to evolve the business development strategy and to grow the property team practice.

The Candidate:

- Qualified solicitor or professional equivalent (c.3+PQE)
- A solid grounding in residential property work is essential
- Knowledge and expertise in dealing with commercial property work is desirable
- Experience of working under the CQS scheme and requirements for CQS accreditation is essential
- Ability to manage and prioritise a significant workload
- Ability to run files independently with limited supervision
- Good billing and financial hygiene
- Experience of building and maintaining professional and client relationships

Key Attributes:

- Up to date understanding and commitment to risk management and compliance
- Takes responsibility for personal and professional development and ensures compliance with any compulsory professional education requirements
- A strong team player who supports colleagues and the work of the team
- Have excellent verbal and written communication skills and display the ability to form a good working rapport with clients and third parties.
- Competent with IT applications such as Word, Excel and Outlook, and experience on case management systems

Application: Please apply with covering letter and CV to: **Stephanie Merritt, HR Director.** Email: smerritt@bowerbailey.co.uk