Role Profile and Person Specification.

Role Profile:	
Job Title: Experienced Commercial Property Solicitor (at least 3 years PQE)	**Hours of Work:** 09.00 – 17.15 – Monday to Friday (36.25 per week)
Salary : Highly Competitive	**Location:** Stamford

Summary:

Our busy Commercial Property Department is looking for an experienced Commercial Property Solicitor to join the team in our Stamford Office.

They will be a confident, proactive and structured individual who will have experience in a broad base of commercial property work, including Landlord and Tenant, freehold acquisitions, bank finance and development.

In addition, they will to promote and enhance the good reputation and business of the firm.

Key Duties and Responsibilities:

- To provide an ongoing service to existing clients.
- To develop new business.
- To develop and enhance the Commercial Property Team.
- To produce fee income in line with targets and agreed objectives.
- To keep informed of all changes in the law and practice in own area of work.
- To maintain and enhance up to date legal skills.
- To ensure financial control with particular regard to cash flow control through collection of monies on account and billing procedures.
- To perform work accurately, reliably and in accordance with the firm's quality and risk procedures.
- To work closely with the Commercial Property Partner and manage other members of the team.

Person Specification:		
	Essential	**Desirable**
Qualifications	Qualified Solicitor (at least 3 years PQE)	
Knowledge	Experienced in a broad base of commercial property work. Good computer literacy, including knowledge of case management systems. Clear understanding of Money Laundering Regulations and Solicitors Account Rules.	

Skills	Ability to work efficiently in an organised and efficient manner in line with financial objectives. Ability to work closely with the Commercial Property Partner and to manage and supervise other members of the team. Excellent written and numeracy skills. Excellent communication skills.	
Competencies	Ability to create and nurture relationships with key clients at all levels. Desire to provide a high quality service. Ability to prioritise workloads and meet deadlines. High level of integrity.	
Attributes	Proactive and positive attitude. Reacts well under pressure and able to work to strict deadlines. Hardworking, proactive and positive attitude.	