

Job profile

Title	HR1194 – Property residential Associate NQ-1 PQE
Department	Property - Residential
Reporting to	A Partner in Property
Chargeable hours target	1350

The firm

Fladgate has a broad skills base that covers a wide spectrum of legal services across the business lifecycle and shaped to operate collaboratively to move fast and flexibly:

- Real estate: including planning, construction, real estate finance and real estate litigation.
- Corporate: including private capital, capital markets, M&A, tax, restructuring and employment
- Dispute Resolution: which includes regulatory, corporate governance and investigations, banking and financial services litigation, international commercial arbitration, insurance, contentious trusts and family, civil fraud and asset protection
- Funds, Finance and Regulatory: including investment funds, private equity, fund managers, asset and investment managers, promoters, sponsors and investors

Fladgate is a nimble 85 partner law firm known for its ability to work on fast moving, complex challenges requiring enterprising and commercial solutions.

In addition to advising a substantial UK-based client base, the firm provides a proactive and efficient service for clients with international business through specialist groups which serve continental Europe, India, Israel, South Africa, the Middle East, Russia/CIS, US, Canada and the Asia Pacific region. Operating from London and comprising multilingual and multi-qualified lawyers, these groups facilitate cross-border activities for a diverse range of companies. The firm is a member of the International Lawyers Network, a worldwide non-exclusive association of high-quality full service law firms based in 67 countries.

For more information visit our website at www.fladgate.com

The Property department

As the property department grows our aim is to recruit astute, motivated and enthusiastic individuals to represent the Fladgate brand. We offer exceptional training and career development and the opportunity to work with some of the best in the business.

Examples of work include advising:

- a HNW overseas investor on the £15.5m sale of a residential property in Central London to one of central London's leading interior designers;
- a HNW overseas investor on the purchase of a £3m residential property with the acquisition of a construction contract for £1m at Sandbanks, Poole;
- a HNW individual on the purchase of a £10.25m residential property in Central London;
- a HNW individual on the sale of a £6.6m residential property in Central London;
- a limited company on the £10m acquisition of two flats for an overseas company;
- a private individual in relation to the £5.925m purchase of a property in N6 and dealing with various planning issues; and
- a private individual in relation to the purchase of a £1.725m freehold house in Oxfordshire.

The role

Work under supervision on a broad range of residential property matters. The work will include but not be limited to:

- dealing with high value purchases and sales of residential property;
- secured lending work on behalf of many private banks;
- dealing with a range of landlord and tenant matters including drafting and negotiating leases/lease extensions, deeds of variation and licences; and
- undertaking other general residential property work such as property finance as required.

Duties and responsibilities

- Take responsibility under supervision for own files and manage all aspects of client work in line with the firm's quality control procedures and CQS requirements.
- Deal directly with other lawyers and clients, including HNW and internationally based clients.
- Take work from a number of partners and associates and manage workload.
- Draft all documentation observing house style.
- Meet all financial targets.
- Assist in business development and marketing initiatives.
- Keep up to date with developments within the law and develop expertise.

- Attend appropriate training sessions and ensure CPD obligations are met.
- Take an active part in departmental activities.
- Manage the workflow to secretarial and support staff.
- Follow all reasonable instructions.

Person specification

- Qualified solicitor or legal executive in England and Wales, good degree and "A" levels (or equivalent).
- A minimum of 6 months' experience gained during training contract or up to one year post qualification, within a property team in private practice.
- Experience of advising on residential property law.
- Able to demonstrate exceptional case management and meticulous attention to detail.
- Able to demonstrate a proven track record of excellent direct client contact and client care.
- Excellent co-ordination and organisational skills.
- Communicates effectively and clearly
- Track record of gaining respect, trust and credibility
- Ability to initiate and sustain relationships with clients
- Thinks creatively
- Positive work ethic
- Energy, enthusiasm and drive
- Good social skills and personal presentation
- Achieves results within given timescales
- Prioritises tasks effectively

Equal opportunities

As a firm we are committed to the promotion of equal opportunities in all stages of the recruitment process. We are signatories to the Law Society Diversity and Inclusivity Charter and have been awarded the 'Gold standard'.

Benefits

We reward our staff for their continued commitment to the success of this firm with a comprehensive range of benefits such as: a generous holiday allowance of 26 days, new business bonus, fee earner bonus, life assurance, GIP, private medical, contributory pension, season ticket loan, GymFlex sports club loan, free weekly personal training and yoga sessions and staff introduction bonus.
