

## Job Description

<b>Job Title</b>	Senior Dispute Resolution Lawyer
<b>Department</b>	Dispute Resolution
<b>Overall Aim</b>	Provide legal advice within your area of expertise to clients and the Firm and assist in the business development in the Commercial Litigation team.
<b>Authority levels</b>	<ul style="list-style-type: none"> <li>I Accept work on behalf of the firm.</li> <li>I Provide instructions to support staff.</li> </ul>
<b>Main duties and responsibilities</b>	<ul style="list-style-type: none"> <li>I Managing a varied Dispute Resolution caseload including, but not limited to: <ul style="list-style-type: none"> <li>▪ Commercial and Contractual disputes,</li> <li>▪ Property litigation,</li> <li>▪ Professional negligence,</li> <li>▪ Debt recovery,</li> <li>▪ Consumer rights,</li> <li>▪ Contentious probate,</li> <li>▪ Shareholder and Partnership disputes.</li> </ul> </li> <li>I Performing your legal work to the highest professional standards whilst adhering to all compliance related policies and procedures.</li> <li>I Taking a keen approach to nurturing strong client relationships and ensuring that our clients' best interests are always at the heart of what we do.</li> <li>I Ensuring you maintain sufficient levels of ongoing CPD and identify and address training and development needs.</li> <li>I Achieving financial targets for time recording and billing, alongside managing your financial ledgers appropriately including credit control where necessary</li> <li>I Performing as a capable and reliable individual lawyer as well as being able to work well within the wider team.</li> <li>I Participating in the growth and development of the team and the firm in general by attending networking events and fostering solid links with key contacts and referrers whilst building your own professional profile.</li> </ul>
<b>Knowledge and Skills required</b>	<ul style="list-style-type: none"> <li>I Qualified Solicitor.</li> <li>I Strong technical legal skills and knowledge of Civil Procedure Rules.</li> <li>I Good interpersonal skills and the tenacious and passionate individual, committed to delivering excellent service.</li> <li>I A keenness to keep abreast of changes from time to time in law, practice and procedures.</li> <li>I An ability to communicate in plain English both verbally and in writing.</li> <li>I The desire to play your part in contributing effectively to an ambitious, growing team and to help build upon the future successes of both the Team and the firm in general.</li> </ul>
<b>Other relevant comments</b>	The Firm adopts the principles of equal opportunities and non-discrimination as detailed in its Office Manual.

# Hunt & Coombs Solicitors is an established law firm offering a full range of company and personal legal services.

From our offices in Peterborough, Oundle and Huntingdon, we serve our local communities with a refreshingly modern and personal touch, backed up by professionalism and legal expertise.

With impressive accreditations across numerous professional bodies and a transparent fees structure, our culture and standards make us the ideal place for you to come whenever you need legal advice or support.

For further information concerning this job opportunity please contact a member of the HR Team on 01733 882800 or email [recruitment@hcsolicitors.co.uk](mailto:recruitment@hcsolicitors.co.uk).



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