

<b>Position</b>	Conveyancing Solicitor 3-5 years PQE (Solicitor or CILEX)
<b>Location</b>	Central Reading (approx. 2/3 days week in office)
<b>Salary</b>	DOE
<b>Work pattern</b>	Monday – Friday, 0900 - 1730

It is a pleasure to be working with a well-established Legal 500 Law firm based in Reading who are now seeking a Senior Associate Solicitor to join their Residential Conveyancing team.

This role would ideally suit a Solicitor with a minimum of 3 years PQE who is looking to work in a fast-paced environment.

From new build starter homes and buy-to-let apartments, through to luxury central London properties or country estates and everything in between. Our client have a particular specialism in complex high-value transactions for domestic and international clients.

#### What will the role involve?

- Fee earning on residential transactions
- Building new business relationships and promote both the team's services and the firm's broader legal services to developers, agents and others.
- Taking on circa 20 new matters a month
- Being proactive with client and agent regular case updates
- Maximisation of the firm's potential to cross-sell legal services by identifying appropriate opportunities

#### What's in it for you?

In addition to a competitive salary, you will also have access to a wide range of benefits including

##### **Contractual Benefits (Pro Rata)**

25 days holiday

Pension scheme with 4% employer contribution and 4% employee contribution

Life Assurance – 5 x salary

Medicash & discounted retail benefits

Private Medical Insurance

##### **Non-Contractual Benefits (Pro Rata)**

- An additional day's holiday for your birthday
- A weekly wellbeing hour
- 8 hour per annum charity work
- Season ticket loan
- Cycle scheme
- Bring your dog to work
- Social committee events
- Flexible Hybrid working
- 20 weeks maternity leave paid at full pay and then statutory payments are made
- 2 weeks paternity leave paid at full pay
- Season ticket travel loan

- Professional subscriptions paid
- Eligible to purchase an additional five days of holiday

### Who are we looking for?

- In excess of 3 years' experience in residential and new homes work, to include residential sales, purchases, remortgages and transfer of equity
- A strong team player who can also work independently with minimum supervision.
- Must be able to work to tight deadlines and be used to working under pressure.
- Experience of handling significant volumes of transactions is essential.
- First class communicator both written and verbal, and excellent client handling and service skills.
- Experience of working with case management systems
- Willingness to adapt and contribute new ideas to the work of the team.
- Commitment to production of high quality accurate and complete documents and letters.
- Exercising high standards of client care at all times

### Next steps:

If this opportunity inspires you or you'd like to know more, please contact Sophie Burnett.

Apply via email with an updated CV (Word and PDF formats) and a brief summary of your current position to [sophie@execrecruitmentsolutions.com](mailto:sophie@execrecruitmentsolutions.com). We can't wait to hear from you!

**Date:** August 2024