

**Person specification**  
**Lawyers (Property and Commercial)**  
**Band 5 (Career Progression) or Band 6 (Qualified)**

Criteria	Attributes	Method of assessment
<b>Knowledge</b>	<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>• A good knowledge, understanding and practical experience in all aspects of property and/or contract law (dependent on role) to include high profile projects, development agreements, acquisitions, JCT contracts, NEC, development agreements and project based legal work, sales, commercial leases, compulsory purchase and related case law</li> <li>• A good knowledge of the importance of confidentiality and data protection</li> <li>• Relevant IT skills, including word processing, emailing and appropriate use of internet.</li> <li>• Interpersonal, partnership working and negotiating skills</li> <li>• The ability to manage a complex and varied workload effectively</li> <li>• Qualified Solicitor, Barrister, or Chartered Legal Executive (CILEX) with a current practising certificate.</li> <li>• Excellent drafting, negotiation, and communication skills.</li> <li>• Strong understanding of local government law and governance</li> </ul> <p><b>Desirable</b></p> <ul style="list-style-type: none"> <li>• Ability to work collaboratively across multidisciplinary teams.</li> <li>• Commercially aware and an appetite for keeping up-to-date with the latest developments in your practice area and sector focus</li> <li>• A good understanding of the strategic, financial and operational requirements of local authorities and government in general.</li> </ul>	Application and interview

<b>Experience</b>	<b>Essential</b> <ul style="list-style-type: none"> <li>• Experience of working in a busy legal office, ideally in local government</li> <li>• Experience of handling own caseload of legal work relevant to local government with minimal supervision.</li> <li>• Experience of working with an electronic case management system.</li> </ul>	Application and interview
<b>Skills and abilities</b>	<b>Essential</b> <ul style="list-style-type: none"> <li>• Highly organised and detail orientated, able to manage competing priorities and meet deadlines.</li> <li>• Ability to carry out detailed research and provide advice to officers and other lawyers in an easy to understand format, focussed on business outcomes.</li> <li>• Aware of the demands of working in a political environment and to deal appropriately with colleagues, members and third parties.</li> <li>• Able to gain respect and inspire confidence in colleagues, members and third parties.</li> </ul>	Application and interview
<b>Qualifications</b>	<b>Essential</b> <ul style="list-style-type: none"> <li>• Qualified Solicitor, barrister, Fellow of the Chartered Institute of Legal Executives, European registered lawyer or qualified lawyer under the qualified lawyers transfer scheme.</li> <li>• Current practising certificate and evidence of effective CPD.</li> </ul>	Application and documentary evidence