

Dispute Resolution Solicitor – Job Specification

Job title:	Dispute Resolution Solicitor
Reporting to:	Head of Dispute Resolution
Hours per week:	Full time 36.25 hours per week, Permanent
Location:	Christchurch or Wimborne

Fretzens is looking for a Dispute Resolution Solicitor to join their busy team in Christchurch or Wimborne. The successful applicant will be working with experienced members of the team who are based in all of our offices but would also need to be in a position to run their own caseload independently with some supervision. The role is diverse as the Dispute Resolution Team deal with a wide variety of commercial and civil disputes.

Core values - what we look for in all Fretzens staff:

Someone who:

- Is IT literate and confident in learning new processes
- Is consistently friendly and approachable
- Doesn't use jargon with clients
- Enjoys working as part of a team, helping and supporting others and co-operates with colleagues from all teams
- Has the ability to work calmly, even under pressure
- Takes personal pride in their work and takes ownership and responsibility for issues
- Maintains client contact appropriately

Essential qualities

We welcome applications from people with the following essential skills, attributes and experience:

- A qualified solicitor/ FCILEx with 5+ years' PQE experienced in civil and commercial litigation
- Able to convey information accurately and articulately, both verbally and in writing
- Able to negotiate and influence
- Communicates effectively at all levels
- Able to work independently and manage a caseload with excellent organisational skills
- Focuses on detail, is methodical, organised and systematic
- Structures own workload, making best use of resources and time
- Has some advocacy experience
- Marketing and networking skills, able to meet new clients and win business
- Aims to sell Fretzens on service and values (rather than price alone) and follow up on viable enquiries

Desirable talents

The following abilities would also be desirable:

- Ability to motivate yourself to meet / exceed targets
- Ability to adapt and respond to changes
- Shows initiative
- Generates new ideas, thinks of original solutions
- Encourages new ideas and team members opinions
- Anticipates client's future needs, sees opportunities for other teams and makes suitable introductions

Salary and Benefits

Salary is negotiable dependent on your experience.