



## Job description

<b>Job Title:</b>	Commercial Disputes Resolution Solicitor / Associate, depending on experience
<b>Reporting to:</b>	Partner – Commercial Dispute Resolution
<b>Based at:</b>	9 Cathedral Road, Cardiff, CF11 9HA, with some flexibility to work from home after successful completion of probation period
<b>Hours:</b>	37.5 hpw Monday – Friday, 9.00am – 5.30pm with 1 hour for lunch, though 4pm finish on Fridays is possible, depending on business needs
<b>Salary:</b>	£TBC depending on experience
<b>Benefits:</b>	25 days holiday per annum, plus statutory and bank holidays Private medical insurance 4% pension contribution Death in service cover
<b>Purpose of Role:</b>	To work within Darwin Gray's highly regarded Commercial Dispute Resolution team, both running own caseload and supporting senior colleagues on larger disputes, as well as being responsible for managing relationships with existing clients and referrers and supporting the department with the development and delivery of its business plan.
<b>Key Tasks:</b>	<p>To work on a range of commercial dispute resolution matters, primarily involving commercial, contractual and business ownership disputes.</p> <p>There will also be the opportunity to work on property and construction disputes, contested wills and estates and general debt recovery matters.</p> <p>The successful candidate will be required to run their own caseload covering a range of litigation matters from dealing with initial enquiries, through to trial, and will be required to delegate to trainees and junior staff, where appropriate.</p>
<b>Technical Ability:</b>	<p><b>Essential:</b></p> <ul style="list-style-type: none"><li>• Circa 4-6 years PQE in one or more of the following areas of litigation:<ul style="list-style-type: none"><li>○ Commercial disputes</li><li>○ Property litigation</li><li>○ Construction litigation</li><li>○ Contested Wills and Estates</li><li>○ Debt recovery</li></ul></li><li>• Proven ability to manage own caseload through to trial and to effectively manage client relationships</li><li>• Advocacy experience</li><li>• Excellent knowledge of the Civil Procedure Rules</li><li>• Excellent technical legal knowledge</li><li>• Strong working knowledge of MS Word and Outlook</li><li>• Working knowledge of a practice management database</li><li>• Proven ability to work to deadlines and meet billing targets</li></ul>



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<b>Person Specification:</b>	<b>Essential:</b> <ul style="list-style-type: none"><li>• Strong communication skills</li><li>• Consistently works to a high level of accuracy and attention to detail</li><li>• Able to work independently but also as part of a team on larger projects</li><li>• Able to use own initiative</li><li>• Highly organised and able to work under pressure</li><li>• A flexible approach, willing to assist team members and the wider firm as required</li><li>• Ability to speak Welsh also desirable</li></ul>
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