

# PARALEGAL NEEDED TO JOIN OUR FAMILY



## Knowledge of

- Variety of general commercial property experience
- Landlord and Tenant law including commercial leases
- Advising on and drafting new leases and lease renewals

## Desirable

- Varied experience within commercial property

## Key Skills:

- Professional Legal Qualification or working towards (CILEX/Law Degree/Paralegal)
- Commercial Property experience
- Commercial, practical and financial awareness
- Confidence and ability to communicate at senior levels
- Excellent academics and strong ambition for career development
- Excellent interpersonal and marketing skills with the ability to develop contacts for the team and the firm
- Team player able to fit into a friendly, busy team
- Negotiation skills
- Organisational ability

### Team

Real Estate

### Reporting to

Terence Ritchie

### Location

Milton Keynes

### Benefits

- 23 days holiday
- 4% employer pension contribution
- BUPA Private Health
- Employee Assistance Programme
- Income Protection Scheme
- Death in Service Benefits
- Perkbox / Benefits Hub

### Equal Opportunities

The firm is an Equal Opportunities Employer and is committed to the implementation and maintenance of employment and recruitment practices which will ensure that no potential or current employee or trainee, is treated less favourably on the grounds of age, disability, gender, marital status, race, nationality, colour or any other aspects unrelated to their current and potential skills, aptitudes and abilities.