



**Humphries Kirk Solicitors
Company Commercial Lawyer
Job Specification**

Humphries Kirk is one of the largest law firms across Dorset and Somerset. We are a modern Firm with old fashioned values when it comes to our valued colleagues. We offer a conducive working environment that encourages innovation, development and longevity with a Firm who has a long and successful history of employing the highest calibre of staff.

We now have an exciting opportunity for a full time **Company Commercial Solicitor with 6+ years PQE** at **Associate/Salaried Partner (SP)** level who has proven experience of corporate transactional work to be based in our **Dorchester** and/or **Poole** offices

The role will involve working within a busy team on a very wide range of company/commercial work, which may include: company and business sales and purchases, contract drafting and negotiation (covering all types of contracts including Terms & Conditions of Sale/ Purchase; Supply/ Distribution/ Agency /Franchise agreements etc), private equity/ investment documentation and other corporate finance related transactions; Shareholders Agreements and disputes, share capital restructuring; employee share option and other incentive schemes; business start-ups, business succession planning; education sector work including academy conversions and multi academy trusts.

The main duties are set out in the job description/s (*see Associate & Salaried Partner job descriptions*).

At Humphries Kirk, we believe that a conducive working environment is vital to the wellbeing of everyone we come into contact with on a day to day basis. Therefore, when sourcing new colleagues, as well as looking for the appropriate competencies in relation to the role, we also look for individuals aligned to our Values which are: Accountability, Continuous Improvement, Excellence, Honesty & Integrity, Mutual Respect and Teamwork.

Knowledge, Skills and Experience Required:

Essential	Desirable
Qualified Solicitor with 6+ years PQE within company/commercial law	Working knowledge of case management systems
Proven ability to meet/exceed fee earning, time recording and billing targets	Digital dictation
Appropriate level and breadth of knowledge in required area/s of law as set out above	
Working knowledge of Microsoft office along with the ability to type proficiently	
Excellent written and spoken English	
Good time management and organisational skills	
Proven ability to manage own caseload whilst working as part of a team	
Good negotiation and marketing skills	
High level of initiative	
Reliable and conscientious	
Good communication skills	
A high degree of professional integrity	
Pleasant demeanour	
Own transport (car)	

- Salary:** Market rate - dependent upon knowledge, skills & competency level
- Hours:** Monday to Friday 9 -5.00pm with a 1 hour lunch break (35 hours per week). Whilst these are the core hours, flexibility will be required as per the requirements and nature of the work
- Holidays:** 33.5 days plus half a day annual leave for birthday
- Benefits include:** Pension, life assurance, occupational sick pay, performance related annual bonuses, client referral scheme payments, discounted legal fees, Health Cash Plan (Associate) / Private Medical (SP)