

Antony Hodari Solicitors has an opportunity for an experienced **In- House Counsel / Solicitor Drafter (ideally Grade B or above)** When you join us, you'll be part of a workforce that truly values each and every member of the team.

To be in with a chance of being the recipient of this excellent package, including a 6% employer pension contribution, flexible working arrangements and more, apply today.

In-House Counsel / Solicitor Drafter

Manchester or Liverpool – Hybrid working available; would consider remote working for the right candidate

- **Full time (with flexible start and finish times), permanent**
- **Salary Competitive DOE, with chance to earn bonus**
- **Multiple positions available**

Please Note: Applicants must be authorised to work in the UK

Antony Hodari Solicitors has been delivering an industry leading service to clients throughout the UK for nearly 40 years. Specialising in housing litigation, we fight for tenants living in sub-standard accommodation to bring landlords to account. Client care is at the heart of everything we do, evidenced by our rating of 4.8 on Trustpilot and Reviews.io.

What's on offer at Antony Hodari Solicitors?

This is a fabulous opportunity to join a respected law firm and be a key player in a well-established and growing business with a n office presence in both Liverpool and Manchester.

As our new In-House Counsel / Drafter, you can expect to receive the following:

- Salary competitive (Dependant on experience) + Bonus
- Flexible start and finish times
- Annual salary review
- 25 days plus bank holidays
- Day off on your birthday
- Pension scheme with 6% employer contribution
- Hybrid home/office working environment
- Training, development, and support
- Company sick pay
- City Centre location
- Casual dress
- Death in Service Benefit (Salary x 4)
- Subsidised Gym Membership
- Access to award winning Employee Assistance Programme

The role:

Working alongside our other in-house counsel / senior solicitors drafting Particulars of Claim and Replies to Defences in Housing Conditions cases. We are looking for a Solicitor / Barrister or CILEX fellow with sufficient PQE to bill their work at Grade A. It would be mainly a drafting role so may suit someone with the requisite experience looking for an almost exclusive 'drafting only' role. There may be advocacy opportunities depending on previous experience / desire.

Brief synopsis of role

- Upon instructions from fee earners, review case, considering prospects, preparing papers and drafting particulars of Claim, ensuring that these are returned to the fee earner within agreed time frames.
- Responsibility for replying to defences of any particulars of claim that you drafted.
- You would also be expected to assist with ad-hoc queries from fee earners particularly in relation to assessing a file with regard to overall risks and prospects of success.
- Tactical and procedural considerations.

There may be the opportunity for advocacy

Key tasks (not an exhaustive list):

- To review housing conditions case files and assist fee earners where required.
- To draft particulars of claim and ensure these are returned to fee earners within required time frames
- To draft replies to defences and Counter Claims when necessary.
- Depending on experience and qualification deliver advocacy in allocation / similar hearings.

The successful applicant:

Personal Skills

- The role would suit a qualified barrister, senior solicitor or CILEX fellow ideally Grade A – i.e. 8 year's PQE. The role would be solely focused on drafting particulars of claim and defences.
- A good communicator with excellent attention to detail.
- Excellent verbal and written communication skills with the ability to engage a diverse audience.
- A high-level ability to think critically.
- Flexibility.
- A strong academic background particularly in relation to drafting and civil procedure.
- To have working knowledge of the law relating to housing conditions 'tenancy agreements', basic contract law, (s 9/10/11 of the Landlord and Tenant Act).
- An excellent working knowledge of the Civil Procedure Rules and their practical application.
- Good organisational skills; able to manage own time effectively.
- Professional standards.
- Confident, dynamic and with a desire to succeed
- IT literate, good typing skills.
- To keep up to date with the area of housing law, legal developments by reading monthly law reports, cases and journals If the above sounds like you, we would love to know even more about you – don't hesitate to apply!

How to apply for the role:

e-mail – jdillon@antonyhodari.co.uk

