

## LEGAL TRAINING CONTRACT VACANCIES 2019

### Chelmsford • Full time

As a trainee at Hill & Abbott you will spend two years in legal services, experiencing a minimum of three different areas of law and getting to know the business more intimately. During your training contract, you will work alongside the Support Team, Legal Assistants, Trainee Solicitors, Solicitors and Managers/Directors.

The first month will be spent getting to know and understand the importance of the work carried out by the support team exposing you to Solicitors Accounts Rules, Client Services and Risk & Compliance.

You will then be given practical experience and a real insight into the culture and business. You will undertake four seats in total, three of which will be over a three month period and then one over a 12 month period. Your seats will allow you to develop your skills in both contentious and non-contentious work areas.

You will join our personal development group, working alongside your peers on projects and attending dedicated training and development sessions, which assist in enhancing your experience in understanding the functions involved in working in the legal sector.

We are looking for candidates with a genuine passion and enthusiasm to work in the law, who are flexible and responsive to changing business demands and priorities. Candidates will have the capacity to use their initiative, think creatively and have good problem solving skills, coupled with excellent communication and attention to detail, both written and verbal. Candidates need to be passionate not only about the law, but about client service.

We welcome applications for those who are ready to start their Training Contracts, with the ambition to become leaders/managers of the future, in **September 2019**.

## THE RECRUITMENT PROCESS 2019

Please send applications with your CV and covering letter to: [hr@hill-abbott.co.uk](mailto:hr@hill-abbott.co.uk)

Applications to be received by	15 <sup>th</sup> March 2019
Telephone interviews to take place	18 <sup>th</sup> - 29 <sup>th</sup> March 2019
Psychometric testing for those passing interview process	1 <sup>st</sup> - 12 <sup>th</sup> April 2019
Case study sent in preparation for assessment day	15 <sup>th</sup> - 19 <sup>th</sup> April
Assessment day	29 <sup>th</sup> April 2019
Offers	6 <sup>th</sup> May 2019
Start date	2 <sup>nd</sup> September 2019

We offer a competitive benefits package, including 20 days holiday, birthday holiday, 1/2 day Christmas shopping, private health scheme, death in service, pension contribution and firm wide bonus.

As part of the process you will also have to pass our employment screening process which allows us to meet standards in relation to honesty and integrity, in line with the SRA Rules.

Hill & Abbott is an equal opportunity employer.