



SPENCER SHAW

SPECIALIST EMPLOYMENT LAW & LITIGATION SOLICITORS

## **Job Description: Employment Law Solicitor**

**Full or Part Time**

**£43,000 - £49,000 (pro rata)**

### **About us**

We are a small (but expanding), forward-thinking firm providing high-quality employment law services. We offer advice on all aspects of employment law to employees and employers. The businesses we advise range from micro-businesses to international companies with UK branches.

We are rated as 5\* by clients on Review Solicitors and ranked by Three Best Rated as one of the best three Employment Law firms in Birmingham. We are Lexcel accredited and described by our assessor as “one of the best Lexcel-compliant law practices in the country.”

To us, great service means supporting clients to make the right decisions, giving advice in clear simple terms. It means progressing every matter and keeping clients up to date with excellent communication. And it means providing clear information on fees throughout, to help clients keep control of their costs.

### **Our ideal candidate**

We've built a thriving team by recruiting individuals who work well together, who share a commitment to customer service and who take pride in providing the best representation to clients.

We're recruiting an experienced employment solicitor with around 5 years or more PQE who can demonstrate an understanding of what their clients are hoping to achieve, plan strategically and apply the law with accuracy.

Our ideal candidate would have:

- experience representing both employees and employers in contentious and non-contentious matters.
- a working knowledge of the law on restrictive covenants, unfair dismissal, discrimination, redundancy, whistle blowing and TUPE.
- experience preparing contracts of employment and staff handbooks.
- experience advising on settlement agreements.
- good computer skills, and be familiar with using Microsoft365, Clio or similar software

- prepared ET1, ET3, particulars of claim and grounds of resistance.
- appeared at the Employment Tribunal, at least on preliminary matters.

**What we offer:**

Salary range £43,000 to £49,000 (pro rata if part time)

25 days annual leave + bank holidays

We want you to be a happy and productive member of the team. We don't set unreasonable daily billing hours or expect employees to work over their paid hours.

Flexible location: You can work from home, from our office in Harborne, Birmingham or a mixture of both. (We have quarterly whole-team days where we will ask you to travel to Birmingham for a day.)

Flexible hours: We are happy to hear from part-time and full-time applicants. We will discuss working hours with the right candidate, to find an arrangement that suits you and the firm.

Genuine work/life balance: We appreciate that you have a life outside of work, and don't expect you to work over your time or be available out of hours. We understand if you need to fit in an appointment, childcare or other commitment. We foster an environment of mutual respect and trust.

Make an impact: We believe it is only worth hiring great people if you give them opportunity to excel. We are a collaborative firm and welcome ideas from all our team. You will work closely with the rest of our team, including our Principal Solicitor.

**Find out more**

Visit our website: <https://www.spencershaw.co.uk/>

Meet the rest of the team: <https://www.spencershaw.co.uk/about-us/meet-the-team/>

See our latest news: <https://www.spencershaw.co.uk/news/>

Read reviews from our clients: <https://www.reviewsolicitors.co.uk/west-midlands/birmingham/spencer-shaw-solicitors-limited>

Corporate social responsibility: <https://www.spencershaw.co.uk/about-us/social-responsibility/>

**Got any questions?**

Feel free to email [nealatwell@spencershaw.co.uk](mailto:nealatwell@spencershaw.co.uk) or contact our team on LinkedIn to ask about our culture:

[https://www.linkedin.com/search/results/people/?currentCompany=%5B%22785246%22%5D&origin=COMPANY\\_PAGE\\_CANNED\\_SEARCH&sid=.n!](https://www.linkedin.com/search/results/people/?currentCompany=%5B%22785246%22%5D&origin=COMPANY_PAGE_CANNED_SEARCH&sid=.n!)