



A Day in the Life of a Trainee Real Estate & Projects

8.30am Post Duty. It is a Devonshires tradition that trainees open the post and distribute it to the various departments each morning. This week I am on the rota along with four other trainees. This is a great opportunity for a good catch-up, in addition to find out what is going on around the firm from trainees in other departments.

9.10am I arrive at my desk after distributing the post. I grab a coffee, check my emails and prioritise my tasks for the day.

10am Conference Call. This morning I attend a telephone conference call with my supervisor on the sale of a property. We run through the client's responses to the buyer's enquiries and take their instructions as to the current position.

13.00 time for lunch! Today I am meeting some of the other trainees for a break and a catch up in Finsbury Circus. We discuss our day and enjoy the fresh air.

13.45 I return to my desk. I have a variety of tasks this afternoon, and begin by undertaking some Land Registry searches and preparing a report on my findings to send to my supervisor.

14.30 Documentation Summary. I begin drafting a Documentation Summary on the terms of an Agreement a client is about to enter into. I find that these are a great way of testing your understanding of a particular type of agreement and it's an opportunity for a document that I have substantially drafted to be sent directly out to the client.

17.00 Training Diary and Filing. I set aside time at the end of the day to complete my Training Record, a SRA requirement of all Trainee Solicitors, and to complete general administrative tasks. Today I ensure that this is complete, and do a general tidy-up of my desk.

18.00 tonight we have a trainee social, so all of the trainees meet in reception before leaving. There are many social events throughout the year, both for trainees only and other events across the wider firm. These are a great opportunity to get to know your trainee intake, in addition to meeting people from a wide range of different departments.

This is just one example of a day in the life of a trainee in the Real Estate Team. In reality, every day is different with work ranging from drafting, research and client meetings. Trainees get a lot of responsibility and are given ample opportunity to take on responsibility and show enthusiasm!