



Solicitor

Real Estate & Projects 3 – 6 years' PQE

The Firm

Devonshires has been based in the City of London for more than 150 years. In 2017 we opened an office in Leeds in order to move closer to our clients in the North. We act for a broad range of clients throughout England and Wales, including private and public companies, developers, local authorities, funders and regulators. In particular, we act for a significant number of charities and housing associations. We are a “full service” firm with specialists in Banking, Commercial/Corporate, Litigation, Housing, Employment, Projects & Property. Over the past few years we have grown significantly and now have over 240 employees across 3 offices.

The Leeds Office

Based in the heart of Leeds, our Northern office has grown from 2 solicitors in February 2017 to 3 partners and 5 additional fee earners as of January 2018. Our Partners are keen to invest and grow the office further to meet the needs of existing clients and also to respond to known opportunities in the North East and the North West.

The Team

Real Estate (and particularly real estate development) is at the heart of Devonshires' business, as it is with the major part of our client base. Within the Team, there are 6 dedicated partners working on a wide variety of property transactions with a broad range of clients from registered providers of social housing and care homes, through to private developers, acting on sites and developments from a handful of units to thousands. The Team has always resourced its work in the North from the Firm's London office but is now looking for someone based more locally to contribute to the sustained and significant growth of the Team.

Job Purpose

The role will cover a full range of property related legal issues. There will be an emphasis upon site acquisition and development projects, including giving advice on draft section 106's, development agreements, conditional contracts and potential title problems through to legal completion. There will also be an opportunity to undertake commercial property work.

A fundamental part of the role will be to help develop business locally in conjunction with the partners in the Team and also the other fee earners based in the Leeds office.

Main Duties and Responsibilities of the Role

- Responsible for the day to day running of files to include, but not limited, to:
 - structuring transactions with reference to SDLT and VAT
 - dealing with access rights;
 - drafting full reports on title;
 - section 106 agreements and planning;
 - highways and drainage (with paralegal support);
 - conditional contracts and option agreements;
 - development agreements;
 - nomination agreements (we will provide training if necessary);

- S38, S104 and S278 adoption and highways agreements (with paralegal support);
 - Statutory utility easements, leases and transfers (with paralegal support); and
 - Drafting and negotiating leases and licenses
- To keep clients constantly updated with progress and meet their deadlines;
 - Organise and maintain tidy and accurate files both in hard copy and electronically;
 - To meet fee targets;
 - To share knowledge as and when required;
 - To follow department procedures, the Solicitors' accounts rules and the Firm's policies and procedures as detailed in the Office Manual, including LEXCEL;
- Undertake such duties and tasks that are appropriate for the role of Solicitor such as changes in information systems and new technology as may reasonably be required;
 - To take a proactive role in business development;

If you would like further details or wish to apply for this position please email your CV and covering letter direct to legal.recruit@devonshires.co.uk and also complete the diversity monitoring questionnaire which can be accessed by [clicking here](#).

Person Specification

Attributes and Skills Required

- You will have at least 3 years' PQE as a Property Solicitor, preferably with experience of site acquisition and development work;
- You will have a strong academic background, ideally gaining a 2:1 at degree level;
- You will enjoy client contact and have excellent communication skills, both written and verbal;
- Ability to prioritise workload to increase efficiency;
- You will be commercially aware, proactive and able to convey clear and concise information to clients and external organisations, which will not compromise the practice or the firm;
- A high attention to detail to produce work / documentation which is consistently of a high standard;
- To have a flexible approach to work to ensure client deadlines are always met and clients are communicated with on a consistent and regular basis;
- You will be happy to undertake work with minimal supervision;
- You will be happy to travel to London from time to time and also to travel throughout the North of England
- To be familiar with Word, Outlook and Internet applications;
- Familiarity with Registered Providers would be an advantage but is by no means necessary.

Devonshires Solicitors LLP is committed to providing equal opportunities in employment and to providing a workplace free from discrimination and harassment. As such all job applicants, employees, partners and third parties who come into contact with us, will receive equal treatment, regardless of age, disability, gender re-assignment, marriage and civil partnership, trade union activities, pregnancy and maternity, race, religion or belief, sex or sexual orientation. We welcome applications from groups where we are currently under-represented. For this reason we ask that all candidates complete the [recruitment monitoring survey](#) in complete confidence for statistical purposes in order that we can effectively monitor how well our Diversity procedures are working. To review our policies on Diversity & Inclusion and Dignity at Work please visit our recruitment pages at www.devonshires.com