



December 2023

JOB ADVERTISEMENT

# Solicitor – Contentious Probate (1-3 years PQE)

**TERM:**  
Permanent

**JOB TITLE:**  
Solicitor

**WORKING HOURS:**  
Full Time

**TEAM:**  
Private Client

**LOCATION:**  
Flexible

**Harrison-Drury is a market leading Firm of solicitors with offices across the North West servicing both business and private clients. We have been successful for a fourth time placing in the Top 100 Best Mid-Size Companies to work for in the UK.**

We are an employer of choice because we have a culture that challenges the conventional law firm approach and focusses our energy on getting great results for our clients, while attracting and developing brilliant people.

The successful and expanding private client team are looking to recruit an experienced contentious probate solicitor with a real passion for litigation and dispute resolution regarding inheritance, trusts and probate to join the busy team. Candidates must be able to demonstrate excellent communication skills and an ability to deliver an outstanding client service as this role involves regular contact with clients and professional referrers. The successful candidate will be experienced in disputes arising from wills, trusts and inheritance together with 1975 Act claims. Importantly, the need to demonstrate compassion and empathy with bereaved clients balanced by a proactive commercial outlook is key. Candidates will wish to go the extra mile for their clients. We are looking for a candidate with keen attention to detail, and who is confident working within a challenging commercial environment.

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**Solicitor – Contentious Probate**

**Typical duties will be:**

- Handling a busy caseload with minimal supervision
- Developing relationships with clients and surpassing their expectations
- Participating in marketing activities and actively promote the firm’s full range of services but to concentrate primarily on probate matters generally
- Managing client work allocated by the Head of Department or other fee-earners and in accordance with policies, procedures and quality standards
- Ensuring that all client work is progressed expeditiously, and that the client is kept regularly informed on realistic outcomes, progress and on costs
- Ensuring the confidentiality and security of all the firm’s and client documentation and information in line with Law Society & GDPR regulations
- Achieving agreed levels of billing and time recording per annum
- Developing good working relationships with internal and external institutions and organisations
- Providing support to the other team members as required
- Understanding and contributing to the team’s objectives plus working to promote the firm’s values

**Skills and experience:**

- 1-3 years PQE essential
- At least 40% of previous caseload should be contentious trust and probate related
- Experience of non-contentious private client work would be advantageous
- Ability to progress work quickly with an eye for detail
- Excellent client facing skills with the ability to nurture existing clients and third-party relationships as well as the ability to help develop new business and assist in networking events
- Excellent organisation, communication and potential leadership skills
- Ability to prioritise work and to work to strict timescales where required
- Empathy, compassion and maturity
- Ambition to learn and make a difference to the firm
- Ability to develop new sources of work and introductions
- Excellent IT skills including the use of case management systems previously (ideally SOS)
- Ability to work as part of the team, show flexibility in attitude and behaviour
- Ability to work pro-actively, handling a varying caseload