

PERSON SPECIFICATION

PRINCIPAL SOLICITOR – L9

Specification Type	Additional/changed requirements	E/D	Measure
Personal Skills	Good communication and interpersonal skills	E	3
Personal Skills	Strong literacy skills	E	1,2,4
Personal Skills	Self-motivated with an ability to handle a large and varied caseload	E	1,3
Personal Skills	Ability to manage and work to deadlines	E	1,2
Personal Skills	Ability to represent the Council at internal and external meetings	E	1,3
Personal Skills	Ability to represent the Council in court	E	1,3
Personal Skills	Ability to make considered decisions	E	1,3
Personal Skills	Negotiation and influencing skills	E	1,3
Personal Skills	Resilience, enthusiasm, personal diplomacy and self-motivation	E	1,3
Personal Skills	Ability to innovate, create and act both in a strategic and practical way	E	1,2,3
Personal Skills	Excellent organisational and planning skills	E	1,2,3
Personal Skills	Ability to present a professional and confident image	E	1,3
Experience	Substantial post-qualification experience as a practising solicitor of the Supreme Court of England and Wales or alternatively a Member of the Bar with significant calling and practice.	E	1,3,4
Experience	Experience of conducting own complex caseload	E	1,2
Experience	Significant Legal experience in particular, Planning, Property Procurement and Contracts law practiced within a Local Authority	E	1,3
Experience	Experience of management within an office environment	E	1,2,3
Attainments/Qualifications	Qualified Solicitor	E	1
Attainments/Qualifications	Degree in Law	D	1
Attainments/Qualifications	A commitment to maintain knowledge and professional development	E	1,3
Knowledge	Legal framework of Local Government	D	1,2
Knowledge	Conduct in a range of Local Authority cases either litigious, non-litigious or both or similar	D	1,2,4
Knowledge	Computer literate	E	1,4
Knowledge	Knowledge of the Nolan principles of probity and public life	D	1,3
Special Requirements	Ability to work outside the ordinary working week hours, in particular the attendance at evening meetings of the Council and various committees	E	1,3

Car Allowance: This post carries a designated car user status.

E/D:

Essential (E)

Desirable (D)

Measure:

1. Application form
2. Test after shortlisting
3. At interview
4. Documentary evidence
5. Other [please specify]