

Person Specification

Job Title	SENIOR LAWYER
Grade	PO6
Service/Section	LEGAL SERVICES
Directorate	FINANCE

Method of Assessment: AF= Application Form, T = Test, P = Presentation, I = Interview

Shortlisting Criteria: Essential criteria assessed via application form should be used to shortlist.

Criteria	Method of Assessment	Essential/ Desirable
Knowledge		
Detailed knowledge and a thorough understanding of Adults, Education and Employment Law.	AF/I	E
Skills and Abilities		
Excellent written and verbal communication skills with demonstrable ability to communicate with Elected Members, senior managers and staff at all levels.		
Experience		
Qualified solicitor or barrister or chartered legal executive.	AF	E
A track record of providing legal advice and support at a Senior level in the subject area of Adults, Education and Employment.	AF/I	E
Experience of management or supervision and development of qualified and unqualified staff	AF/I	E
Experience of working under own initiative and as part of a Team	AF/I	E
Experience of working under pressure and prioritising caseload.	AF/I	E
Equal Opportunities		

Understanding of and commitment to the Council's equal opportunities policies and ability to put into practice in the context of this post.	AF/I	E