

Person Specification

JOB TITLE: FEE EARNER
 BUSINESS GROUP: COMMERCIAL LITIGATION
 LOCATION: SOUTHAMPTON

| Criteria | Essential | Desirable |
|------------------------------|---|---|
| Skills/Qualifications | <u>Skills:</u> <ul style="list-style-type: none"> • Accurate and precise • Absolute attention to detail with figures • Attention to detail of protocol • Needs to be extremely well organised and tidy • Able to run a tight diary schedule • Able to work within a team environment • Able to work under pressure • Needs to be flexible | |
| Knowledge | Property Litigation, including contentious construction law. | Case Management. |
| Experience | JCT building contracts, variations and adjudication. | Working in a firm of similar size to us. Connections with local developers/architects. |
| Presentation | <ul style="list-style-type: none"> • Presentable appearance • Good telephone manner | |
| Attributes | <p>A “Warner Goodman person” is one who shows at all times:-</p> <ol style="list-style-type: none"> 1. The utmost honesty and integrity 2. A “can do” positive attitude 3. A willingness to help | <p>Well connected.</p> <p>A following.</p> |

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| | <p>others and to go the extra mile</p> <p>4. An enthusiasm for the firm, its people and its clients</p> <p>5. A sense of pride and loyalty towards the firm and its people</p> <p>6. A flexible attitude towards their job description</p> <p>7. A passion for delighting our clients</p> <p>8. A desire to communicate with our clients and our people in a polite, friendly, approachable and pragmatic manner</p> <p>9. An ability to deliver fees and focus on individual profitability</p> <p>10. A desire to seek continual innovation and improvement</p> | |
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