

Solicitor (3 years+ PAE)

JOB DESCRIPTION

A R BYRNE & ASSOCIATES is a boutique law firm with offices located in Sydney and Melbourne, handling several areas of law including Wills and Estates, Criminal Law and Employment Law.

We are seeking an enthusiastic individual to join our team of 5 professionals in our Sydney office as a Solicitor. **This is a part-time position (2 days per week)** with salary commensurate on experience.

If you enjoy a challenge, can work in a fast-paced environment, and can work autonomously with no supervision, then this is the position for you.

JOB TASKS AND RESPONSIBILITIES WILL INCLUDE, BUT NOT BE LIMITED TO:

- Client conferencing.
- Liaising with Barristers, Experts, Police, Prosecutors, law firms and other stakeholders.
- Attend various Courts, Tribunals and Commissions across Sydney and NSW, with some interstate travel required when necessary.
- Advocacy and negotiation.
- Preparation of brief material and other legal and administrative duties.

SKILLS AND EXPERIENCE

- **MINIMUM** 3 years' experience in the following areas of law:
 - Wills & Estates - **Advanced**
 - Powers of Attorney - **Advanced**
 - Enduring Guardianship - **Advanced**
 - Family Law - Intermediate
 - Civil Litigation - Intermediate
- Experienced litigator with a keen eye and ear for detail.
- Familiar with either LEAP or SILQ legal management software.
- **MUST** be a member of the Law Society AND possess an unrestricted practicing certificate.

This **in-office** (not work from home) position would suit an experienced Solicitor who is looking to reduce to part-time hours or looking to return to work. Initially employed for a period of 6 months, there may be scope for on-going employment thereafter. This position is not suitable for international or foreign lawyers, or any Solicitor that does not possess a minimum of 3 years PAE (Post-Admission Experience).

HOW TO APPLY

Please forward your CV and Cover Letter to info@arebyrneandassociates.com.au

If you have any enquiries, please email the above email address, or contact Anthony Byrne on **(02) 8005 3036**.

Only shortlisted candidates will be contacted.

APPLICATIONS CLOSE 11:59 PM ON FRIDAY 5 MAY 2023