PAYNE HICKS BEACH

Job Description

0-3 years PQE Solicitor
for the Private Client Department

Introduction

The firm wishes to recruit a Solicitor to join the firm’s successful and growing Private Client Department as an Associate.

Duties and Responsibilities

You will be expected to assist Partners and Senior Associates in giving lifetime and testamentary estate planning advice and preparing Wills (and related testamentary documents) and all forms of trust documentation, and to work closely with the Department’s tax and trust team.

This will include advice on inheritance tax and capital gains tax issues (including potential mitigation strategies) and on trust and company law aspects of the work. You should have a strong background in Private Client work, reasonable knowledge of tax, trust and private client law generally, and the ability to master these areas.

You will be advising both resident and non-resident individuals and trustees in relation to UK tax legislation affecting them and their investments, including:

- pre-immigration and emigration planning,
- trust distribution strategies,
- tax efficient asset structuring;
- estate and tax planning associated with divorce;
- trust and tax advice associated with contentious trust and probate claims; and
- family governance.

You may be asked to embark on STEP/CTA exams.

The Individual

You should have the following attributes:

- A confident, personable nature
- The ability to be proactive and reactive in addressing clients' affairs and requirements
- Strong communications skills and an ability to work as part of a team, including with our trust team and other professionals within and outside this firm
- A track record of achieving minimum time targets and meeting regular billing requirements
- The desire and ability to keep abreast with changes in legislation and market developments

The Private Client department

The Private Client department has two sections, the legal section and the tax and trust section. The legal section consists of solicitors and legal executives (specialising exclusively in probate and estate administration), and the trust and tax section comprises qualified and unqualified trust and tax accountants and practitioners, including three apprentices. These two sections work closely together on our clients' affairs so as to provide a seamless service.

There are currently seven Partners, eight Senior Associates and two Associates, two legal executives, one Professional Support Lawyer, one trainee solicitor and one apprentice, and four secretaries in the legal section of the department.

The Firm

Payne Hicks Beach is a 38 partner firm of solicitors based in offices in New Square, Lincoln's Inn. In total the firm comprises about 190 staff. The firm provides specialist legal services to private and commercial clients. We are very well known for our family, litigation and private client work and are widely regarded as one of the very best of the small number of firms in the UK who provide these specialist services at the highest level. We also have an excellent reputation in many other areas of law (rated in both Chambers and Legal 500).

More information about the departments and the work of the firm may be found on our website, the address of which is www.phb.co.uk

Remuneration Package

Salary:	To be discussed
Other benefits:	4x Life Assurance
	Permanent Health Insurance
	Medical Insurance (after 1 year qualifying period)
	BUPA Cashplan (after 1 year qualifying period)
	BUPA Health Assessment (after 1 year qualifying period)
	Pension Scheme. The firms contributes to a Personal Pension Plan.
	Interest free season ticket loan after 3 months
	Cycle to Work Scheme
	Wellbeing Programme
Holiday:	25 days

Other

We are open to flexible working arrangements.