



Property Apprenticeships – Ipswich Office

£ 18,000 per annum

The Basics :

- ✓ 9am to 5pm, Monday to Friday
- ✓ Based in our Ipswich
- ✓ Equivalent to 1 day a week study

Additional benefits:

- ✓ Flexible working
- ✓ Contractually enhanced sick pay
- ✓ Contractually enhanced maternity and paternity schemes
- ✓ Low monthly fee targets
- ✓ Work/life balance
- ✓ Fully funded study

4 year benefits:

- ✓ Private healthcare
- ✓ Income protection
- ✓ Monthly travel contribution

Competencies:

- ✓ Positive outlook
- ✓ Team player
- ✓ Professional
- ✓ Personable & caring
- ✓ Capable of demonstrating self-improvement

About us

Attwells Solicitors is one of the leading firms in East Anglia, with offices in Suffolk, Essex and a boutique London office. Attwells are a young, dynamic and diverse law firm with a focus on career progression, plain-English legal advice and excellent client care. We are dedicated to breaking down barriers to entry to the profession and providing our staff with autonomy to shape their own future, in an environment in which they can thrive.

Working at Attwells is about the “4Ps”:

Personal: Caring for our clients and one another

Professional: Always acting with trust and integrity

Progressive: Growing and improving for our clients and ourselves

Positive: Being a “can-do” team player.

Overview of the role:

The property apprenticeship will provide you with the knowledge, skills, qualification and understanding required to become a property lawyer. You will work from our Ipswich office supporting the team in a mix of administrative and legal work and will have the equivalent to one day a week studying with our chosen provider.

Over the course of the apprenticeship you will obtain a CLC. At the end of the apprenticeship you will be a licensed conveyancer, with at least 4 years of practical experience.

In the first year you will work in various departments of the firm learning and developing the skills needed to become an excellent lawyer. You will get experience in administration, marketing, sales, compliance and customer service, along with directly supporting our conveyancing lawyers.

In the last three years you will gain experience in managing a conveyancing caseload with, support from your line manager and training manager. This will include reviewing property title documents, mortgage and much more.

The candidate

- Local to our Ipswich office;
- A Levels CCC or equivalent;
- 5 GCSEs at Level 4 (c) or above including English and Maths;
- Able to work independently whilst also being a team player;
- Friendly and caring attitude

Equal Opportunities

Attwells are committed to recruiting individuals on merits of suitability for each role, on the basis of qualifications and experience. All applications are treated equally regardless of sexual orientation, race, disability, religious beliefs and any other protected characteristic, ensuring that there are equal opportunities at all stages of the recruitment process.

How to apply?

To apply please send your CV, Covering Letter and a completed Equal Opportunities Monitoring Form (available here: <https://attwells.com/wp-content/uploads/2021/08/Equal-Opportunities-Monitoring-Form-August-2021.pdf>) to recruitment@attwells.com