

Conveyancer

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Location: Nottingham

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We have an excellent opportunity for a Residential Conveyancer to join our clients highly experienced team at this well-established firm of solicitors and estate agents in Southwell, Nottinghamshire.

About the company

Serving Southwell & The East Midlands since 1875, they have extensive experience in both the property and legal fields and are committed to providing the very best service. Their values of honesty, integrity & professionalism are enhanced by the very latest technology with state-of-the-art estate agency computer software ensuring optimal efficiency and customer satisfaction.

About the role

As a Residential Conveyancer, you will be using LEAP case management system so experience using this system is useful but is not necessary as training can be provided. You will be assisted by a Paralegal and your responsibilities will include:

Sales and purchases

Stair casing

Re-mortgages

Transfer of Equity

Managing multiple files

Liaising with clients, estate agents, lenders, third-party solicitors etc

Maintaining high quality client relationships

About the person

The ideal candidate for the position of Residential Conveyancer must be / have:

Law degree and LPC (or equivalent) / Equivalent Conveyancer Qualification

Previous residential conveyancing experience

Confident liaising with clients and agents

Ability to work both independently and as part of a team

Take initiative

About the salary and rewards

As a Residential Conveyancer you will receive an excellent salary of £20,000-£40,000 per annum depending on experience plus you will receive:

10% annual bonus payable, providing at least 3 x salary is billed that year

Long-term career opportunities

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