

## Residential Conveyancer

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Company: Douglas Scott

Location: Manchester

Category: business-and-financial-operations

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**Liverpool – £30,000 - £45,000**

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My client, an esteemed law firm is currently seeking a talented Residential Conveyancer to join their team. With a focus on providing exceptional service, they have become one of the fastest-growing traditional high street conveyancing firms in Merseyside, North Cheshire, and the surrounding areas.

The successful candidate will be based either in the Liverpool or Runcorn office.

In this role, the Residential Conveyancer will:

Manage a caseload of approximately 30 new matters per month with support, handling various aspects of the sales and purchase of Residential Property, including Leasehold and Freehold transactions, New builds, and Re-mortgages.

The responsibilities extend to dealing with searches and the land registry through integrated

case management software, ensuring the progression of matters for clients while emphasizing client care and satisfaction.

Candidates are expected to have relevant experience in conveyancing, excellent customer service and communication skills in-person, via email, and over the phone. Proficiency in Microsoft Office and software-as-a-service cloud applications is essential, and the ability to work both independently and collaboratively, contributing positively to department targets. The ideal candidate will also demonstrate ambition for career progression, aligning with my client's commitment to staff development and training.

Joining my client offers several advantages. As a firm with a rich history and forward-thinking approach, they heavily invest in both technology and their team, providing clear opportunities for advancement and training. Recognized for sustained growth, my client's conveyancing department holds multiple awards and boasts a national reputation.

Employees benefit from support during leave periods for an improved work-life balance, a supportive and friendly culture, and a competitive salary band ranging from £30,000 to £40,000, contingent on experience. The package includes an uncapped Bonus Scheme, up to 28 days Holiday in addition to Bank Holidays, death on service benefit, and 24/7 GP access for employees and their families after one year of service. Furthermore, my client offers a Staff Rewards Scheme via Perkbox, providing discounts on leisure, shopping, and free services, along with additional rewards and team-building opportunities regularly. Flexible working arrangements contribute to a dynamic and accommodating work environment.

If this opportunity aligns with your career goals, please connect with me via email at L by sending an up-to-date CV. I am eager to provide more insights and discuss this role in greater detail.

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