

JOIN OUR TEAM

Position Title	Associate		
Team	Property	Reports to	Supervising Partners
Date	February 2020	Location	Christchurch
Overview of Role	This position provides high quality and commercially astute legal advice to Anthony Harper clients. Work will include commercial conveyancing, developments, subdivisions, leasing and other property work for NZX listed companies, established property developers and major landlords.		

Professional responsibilities will include:

- Receiving and completing instructions for clients, producing high quality, concise and comprehensive work
- Drafting and negotiating documents, contracts and correspondence
- Advising clients
- Research and opinion work
- Settling transactions
- Accurately and effectively managing all files, ensuring work in progress is up to date and accessible, and the file fully and accurately reflects the status of work

Supervision of staff work, providing professional guidance and developing strong mentoring relationships with junior lawyers.

Actively participate in team and firm **business development** activities, and begin to build strong and positive **client relationships**.

Actively participate in all aspects of **knowledge contribution**, supporting internal training and sharing of knowledge, and precedent development and knowledge capture.

All aspects of **technical competence** and **professional capability** are contained in the Anthony Harper professional continuum. It is expected that all responsibilities are carried out consistent with the **performance indicators** in the continuum.

We are ideally looking for the following attributes:

1. **LLB**, with a strong academic record. Admitted to the Bar in NZ
2. Ideally 5 to 7 years' **experience**
3. **High calibre training** with quality firm
4. General **property** and **commercial** experience, including subdivisions, leasing and commercial acquisitions and disposals

To be successful in this role, you will need to be:

- Able to thrive and **deliver quality results** under pressure, adapt well to change and respond positively to feedback
- Able to demonstrate **sound judgement**, deliver **practical solutions** and build **positive client relationships**
- An **enthusiastic, responsive** and **flexible team player**

If you would like to apply for this position, send your CV and cover letter to Fleur at hr@ah.co.nz

OUR VALUES



Anthony Harper