

# JOIN OUR TEAM

<b>Position Title</b>	Graduate Solicitor		
<b>Team</b>	Banking, Finance and Insolvency	<b>Reports to</b>	Supervising Partner
<b>Date</b>	February 2020	<b>Location</b>	Christchurch
<b>Overview of Role</b>	This role assists in the provision of high quality legal services to Anthony Harper clients.		

## Professional responsibilities may include:

- Drafting and reviewing various documents, including Court applications and letters of demand
- Researching and condensing this into high quality, concise and comprehensive advice
- Corresponding with, and advocating for (including Court appearances), a wide range of clients, from companies to private individuals
- Transactional work, particularly co-ordinating mortgagee sale transactions and settlements, and including some lending transactions
- Discovery and inspection of documents, including administrative support
- Effectively managing client files, ensuring work in progress is up to date and accessible, and actively identifying next steps.

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

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:

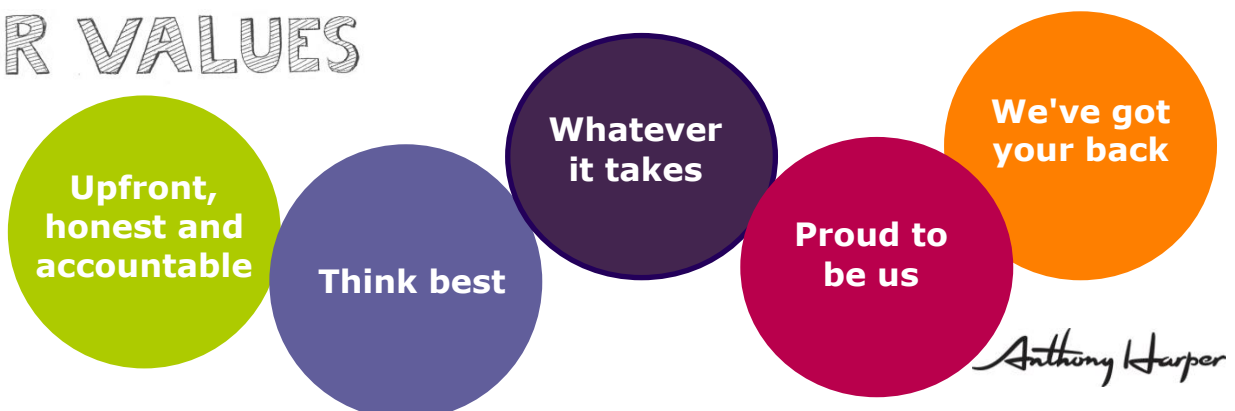
1. **LLB**, strong in commercial subjects
2. Strong **academic** record
3. A desire to **specialise** in **banking, finance** and **insolvency** law

## 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
- Committed to your own **professional development** by growing your legal experience in this specialist area
- 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](mailto:hr@ah.co.nz)**

## OUR VALUES



*Anthony Harper*