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**JOB SPECIFICATION**

Role: Commercial Conveyancing solicitor

Location: Pengelly & Rylands, 39/41 High Street, Tenterden, Kent, TN30 6BJ

Hours: Full time; 9am – 5:30pm Monday - Friday

Salary: Dependent on experience

Job Description:

We are seeking an experienced and proactive Solicitor to join our well established commercial conveyancing team based in Tenterden. The role will entail dealing with a full and varied caseload of commercial conveyancing matters. This will include:

* Freehold sales/purchases
* Leasehold sales/purchases including the grant of leases
* The regulation of landlord and tenant relationships
* Lease renewals
* Deeds of surrender
* Refinancing
* Acquisitions and sales of businesses
* Utilities agreements
* Active involvement in business development

Candidates:

Successful candidates must be highly organised, disciplined and able to work well with minimal supervision. Applicants will join a friendly team and have extensive residential conveyancing experience/knowledge within a similar environment and be able to manage their own caseload of files with minimal supervision. This is a demanding role therefore individuals must be able to prioritise work, use initiative and work proactively, coupled with a good client manner, smart appearance and technical competence. Residential conveyancing experience and/or agricultural conveyancing experience would be advantageous but not essential.

Secretarial support is provided to this position.