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Solicitor 2+ years PQE

Private Client.  
Executry Administration, Wills and Powers of Attorney

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Location: Inverurie, Aberdeenshire  
(Flexible Working considered)

Contract Type: Permanent

Salary: Negotiable

How to Apply: If you are interested to find out more, we would like to hear from you. Drop us a line with an introduction to [careers@kellas-legal.com](mailto:careers@kellas-legal.com) or for an informal chat about the role, schedule a call with us on 01467 627300.

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Ref: PRIV02-05

## THE FIRM & THE ROLE

We are a dynamic and progressive multi-service law firm based out of the North East of Scotland. Delivering high quality legal advice to individuals and businesses is at the heart of what we do.

As our firm nears its centenary, we are looking to develop the next generation of legal professionals and widen our reach to make our services more accessible to our local market and beyond.

We pride ourselves on the reputation and relationships we have built with our clients and we hope you would like to continue this journey with us.

We want to hear from candidates who wish to play a central role our executry practice. This client facing position involves executry administration and the preparation of wills and powers of attorney. Experience in dealing with guardianship applications and vulnerable adults would be an advantage, but it is not a prerequisite of the role.

We would particularly like to hear from candidates experienced, or having an interest in, estate planning, trusts and capital taxes.

The work will involve:

- ▶ Executry administration
- ▶ Preparation of wills and powers of attorney
- ▶ Inheritance Tax and estate planning
- ▶ Liaising with other external advisers and service providers
- ▶ Experienced candidates are expected to contribute to the firm's development plan

The person we are looking for will:

- ▶ Be 2+ years PQE as a Private Client solicitor, however we would encourage applicants at any stage of their careers to apply who have had extended private client experience beyond their traineeship rotation.
- ▶ Be passionate about building long term relationships with clients
- ▶ Have strong communications skills
- ▶ Have a genuine interest in business development
- ▶ Be a team player who works collaboratively with colleagues in other practice areas
- ▶ Have excellent time management skills and take pride in the quality of the documentation and advice they give to clients
- ▶ Have a good sense of humour

We would especially welcome applicants who have:

- Experience in trusts, capital taxes and estate and succession planning
- Experience of managing a team
- STEP Accreditation (support to obtain accreditation is available to interested parties)

## Benefits

Your role with **Kellas** will come with:

- Competitive salary
- 33 days holiday (includes national/local holidays and the last week in December)
- Private Medical Insurance
- Pension scheme
- Options for Flexible Working
- Discretionary bonus scheme
- Discounted legal fees
- Home office allowance

## Application Process

If you are interested to find out more about us or the role, please drop us an email with an introduction to [careers@kellas-legal.com](mailto:careers@kellas-legal.com). Alternatively, you can schedule a call with us for an informal discussion about the role, by first contacting reception on 01467 627300.