

# Turley\*

**JOB INFORMATION PACK**

**SENIOR/MID-LEVEL  
COMMERCIAL LITIGATION  
SOLICITOR**



## Who is Turley Legal?

Turley Legal is a next generation commercial law firm whose aim is to become a primary partner and resource for our clients, enabling them to deliver on their aspirations for both business and personal growth. We pride ourselves on delivering efficient, practical, cost-effective legal services and solutions – every lawyer, every time.

The powerful combination of our innovative business model, cutting edge legal services technology and the expertise and reputation of both our own lawyers and the senior lawyers in our network enables us to provide one of the leading corporate and commercial advisory services in the United Kingdom.

We take the time to understand our clients commercial and legal requirements and are highly responsive and accessible when it matters most. The depth and strength of the network we have developed at Turley Legal means we have the full spectrum of any legal services requirement covered by those whom we consider to be 'best in class' in their respective disciplines.

The success of our clients is a matter of personal pride for our lawyers – put simply, we care. Whether their needs relate to start-up seed investment, next stage growth capital or defining an exit or succession strategy for business, we have all bases covered.

We advise on all facets of company law: private mergers and acquisitions, joint ventures, shareholder and investor issues, reorganisations and restructures, corporate governance, regulatory compliance and more across all industry sectors. We pride ourselves on our ability to provide clear, direct, timely and complete advice on the most complicated of legal issues. Less jargon – more understanding.

We have worked with clients across many sectors including retail, construction, hotel management, manufacturing, sports tech, media, fintech, recruitment, agri, food and drink, events management, e-commerce and more.

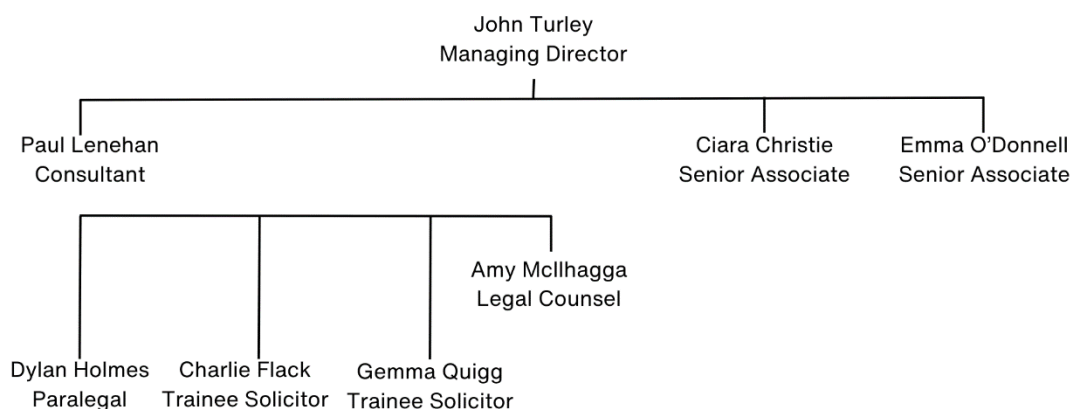
Our multi-sectoral experience means we are fully equipped to understand our clients' commercial objectives, and to provide optimal legal solutions on both the issues to be aware of and any opportunities to be maximised.

Turley Legal's head office is situated on the North Coast on the outskirts of Coleraine and we have offices in Belfast City Centre. We operate in an ambitious, motivated, supportive team environment with a driven but relaxed and inclusive working culture. Our investment in cutting edge legal technology and infrastructure has resulted in streamlined workflows and processes. We have an excellent client portfolio with high quality work.



## Current Organisational Structure

John Turley is the founder and Managing Director of Turley Legal. He is an experienced corporate and commercial lawyer, with a particular interest in the field of sports law and business. John has specific expertise in the areas of mergers and acquisitions, private equity/venture capital investments, corporate governance, employee incentive implementation and group reorganisations, and he is fortunate to work with celebrated businesses and individuals from a very diverse range of industry sectors.



The legal team are supported by an Operations Manager and Finance Manager.

## What we offer

- Competitive salary, and flexible working practices.
- Generous bonus structure.
- Excellent clients and quality of work, including international clients and multijurisdictional matters.
- An ambitious, motivated and supportive team environment.
- A driven but relaxed and inclusive working culture.
- Industry exposure as your experience develops.
- Structured freedom to make the role your own.
- Clear career progression opportunities.
- Cutting edge legal technology and infrastructure.
- 25 days annual leave plus bank holidays.
- Company laptop and mobile.
- Health Insurance.
- Gym membership.
- Regular team events.



## **Role: Commercial Litigation Solicitor**

Commercial Litigation Solicitor specialising in litigation, providing legal guidance and support specifically in the area of litigation and dispute resolution.

### **Responsibilities include:**

1. **Case Management:** Managing and overseeing the organisation's litigation cases, including assessing the merits of potential claims, formulating legal strategies, and coordinating with external counsel.
2. **Legal Research and Analysis:** Conducting legal research on relevant laws, regulations, and case precedents to support litigation strategies and provide guidance on legal issues.
3. **Case Preparation:** Assisting with the preparation of legal documents for litigation, such as statements of claim, affidavits, and legal arguments.
4. **Dispute Resolution:** Exploring alternative dispute resolution methods, such as negotiation, mediation, and arbitration, to resolve disputes effectively and efficiently.
5. **Court Representation:** Attending court in order to assist counsel as and when appropriate.
6. **Case Budgeting and Cost Management:** Assisting with the budgeting and management of litigation costs, including assessing legal fees, negotiating with external counsel, and monitoring litigation expenses.
7. **Risk Assessment:** Assessing legal risks associated with potential litigation and providing advice to internal stakeholders on risk mitigation strategies.
8. **Settlement Negotiations:** Participating in settlement negotiations, analysing settlement proposals, and advising on the most favourable resolution for the organization.
9. **Legal Compliance:** Ensuring compliance with court procedures, rules of evidence, and other legal requirements throughout the litigation process.
10. **Administrative Tasks:** Performing general administrative duties such as scheduling meetings, managing calendars, answering phone calls, and maintaining correspondence.
11. **Team Collaboration:** Collaborating with other solicitors, paralegals, and support staff within the firm to deliver comprehensive legal services and support to clients.
12. **Legal Ethics and Compliance:** Adhering to ethical standards, maintaining client confidentiality, and ensuring compliance with relevant laws, regulations, and professional guidelines.
13. **Training and Development:** Undertaking training and personal development activity as agreed with the Managing Director.
14. **Other Duties:** Undertaking any other duties whenever reasonably required by the Managing Director.

Please note this is not an exhaustive list and the duties associated with the post may be subject to reasonable change from time to time according to the needs of the organisation.



## **Specification**

- Qualified solicitor in NI or England and Wales with a valid practising certificate and with 3+ years PQE.
- Strong experience and expertise in litigation, including case management and court representation.
- Excellent analytical, research, and problem-solving skills related to litigation matters.
- Excellent written and verbal communication abilities, including drafting legal documents and presenting legal arguments in court.
- In-depth knowledge of civil procedure rules, evidence law, and court practices relevant to litigation in the UK.
- Negotiation and dispute resolution skills to explore settlement opportunities and engage in alternative dispute resolution methods.
- Ability to assess legal risks and make strategic decisions in complex litigation cases.
- Experience in managing external counsel and litigation budgets.
- Ability to work independently and collaboratively with internal stakeholders and external parties.
- Strong ethical standards and commitment to maintaining client confidentiality.