

PERSON SPECIFICATION – Trainee Solicitor

Criteria	Essential	Desirable	How Assessed
Qualifications	<ul style="list-style-type: none"> Degree or equivalent level 6 qualification SQE 1 Pass/LPC 	<ul style="list-style-type: none"> Degree in Law/conversion course Other relevant achievements/Qualifications e.g. accreditation 	C.V.
Experience	<ul style="list-style-type: none"> Appropriate work experience/voluntary work 	<ul style="list-style-type: none"> Experience of working in a similar environment 	C.V. Interview
Skills/Abilities/Knowledge	<ul style="list-style-type: none"> Ability to produce accurate work to tight deadlines under pressure. Personal work planning and organisational skills Ability to communicate clearly orally and in writing Good command of written & oral English Ability to work on own initiative Effective use of IT 	<ul style="list-style-type: none"> Knowledge and understanding of our ethos Active interest in what we do and how we do it 	C.V. Interview
Aptitude/Personal Qualities	<ul style="list-style-type: none"> Flexible approach to work Honesty, tolerance, common sense, energy and sense of humour Enthusiasm for embracing the new and unfamiliar Curiosity and ability to think independently Proactive attitude to work 	<ul style="list-style-type: none"> Acceptance that working in legal aid may limit financial rewards 	C.V. Interview