

senior legal advisor

Job Title: Senior Legal Advisor

Department: Business Support

Location: London, UK

Salary: Competitive

Job Description

To be a key part of the small Legal Team, which is responsible for:

- Taking a proactive and leading role in reviewing and negotiating architects' professional appointments, and related contracts such as non-disclosure agreements, sub-consultants' appointments, collateral warranties and novation agreements; in doing so, considering:
 - Both liability and commercial aspects;
 - The services to be provided, as well as the legal terms; and
 - The requirements of the practice's insurers;
- Reviewing supplier agreements to be entered into by the practice;
- Maintaining a collection of standard contractual documentation;
- Advising internally on legal and commercial matters and promoting good practice;
- Communicating with clients, insurers and outside counsel;
- Assisting with claims and potential claims against the practice in conjunction with insurers and outside counsel, and with claims for unpaid fees; and
- Often acting outside the "comfort zone", whether in dealing in foreign jurisdictions, in reviewing unusual documents or in providing ad hoc advice on both usual and unusual situations.

Prerequisites

- At least some legal training, e.g. LLB or GDL, or possibly LPC/BVC/BPTC;
- Minimum 3 years' experience in a legal/contractual role;
- Substantial employment experience in a company that provides non-legal professional services, preferably in the architecture or construction services sectors, but not necessarily in a legal role;
- Ease in drafting contractual clauses and a precise and convincing style of written English;
- A talent for communicating with clients and clients' lawyers in a friendly and constructive manner, at the same time being firm and persuasive;
- The ability to explain legal issues in layman's terms; and
- A flexible approach whilst promoting the practice's legal and commercial interests internally, at all times being an integral part of the tp bennett team.

If you are interested in applying for the role, please send your cv and portfolio to careers@tpbennett.com with the headline 'senior legal advisor'