

COMPANY LAWYER - JOB DESCRIPTION

LOCATION:	RACS Group, RACS Group House, Three Horseshoes Walk, Warminster. BA12 9BT
TYPE OF CONTRACT:	Full Time, Monday to Friday
REPORTS TO:	Managing Director
SALARY GRADE:	R6 - Competitive Salary

ROLE SUMMARY

A fantastic opportunity for an established employment lawyer to join RACS Group which is a diverse and socially responsible organisation based in Warminster. Reporting to the Managing Director, the successful candidate will be responsible for all legal issues within the company including contract reviews, employment tribunal claims and supporting the HR department on a wide variety of day to-day employment law issues. Candidates should be a UK-qualified solicitor with four years proven experience in PQE law. Ideally, you will be currently working in a similar role and familiar with all facets of current employment and company law. Successful applicants should also be pragmatic, commercially minded and have strong stakeholder management skills. The successful candidate will join a dynamic management team committed to developing the RACS Group brand and maintaining our continued commercial growth strategies. In return, RACS Group offer a competitive salary, inspiring benefits package and limitless career progression, plus the opportunity to contribute to one of the region's fastest growing companies.

ESSENTIAL DUTIES

- Preparing for and attending court hearings
- Writing contracts and other legal documents
- Negotiating with clients as not all cases will result in court action
- Explaining the law and providing general legal advice
- Settling disputes and supervising any concluding agreements
- Researching and gathering evidence where required
- Analysing and summarising legal documents
- Supervising and inspiring staff when required

SKILLS REQUIRED

- Comprehensive knowledge of employment law
- An awareness of both financial and tax law would also be advantageous
- Strong negotiation and debating skills
- Exceptional interpersonal and communication skills
- Proven writing ability and presentation skills
- Excellent levels of numeracy and literacy
- Confident with IT including Microsoft packages

THE COMPANY

- Formed in 2007 by Terry & Sarah Hillier, RACS Group is now one of the leading independent payroll providers in the industry.
- The company's headquarters is in Warminster, Wiltshire where we have over 75 full-time staff working in state-of-the-art offices.
- The core business provides outsourced payroll solutions to temporary recruitment agencies operating in a variety of sectors including education, medical, construction and financial.
- RACS Group also comprises a flourishing marketing agency (www.racsmarketing.com), plus a commercial property division (www.racsproperty.com).
- The business was noted as the Fastest Growing Company in the South West in both 2013 & 2014 by Insider magazine; in 2015 RACS Group was pipped into second place!
- The company featured in the Sunday Times Virgin Fast Track 100 table in 2014 and was included in the "1000 Companies to Inspire Britain" report published by the London Stock Exchange in 2015.
- RACS Group is a certified Investor in People company and has created an inspirational brand culture to harness the potential of its employees and provide an environment for personal and professional development.