

Luqmani Thompson & Partners Solicitors is a well-established niche legal practice in immigration, nationality, human rights and public law. We are consistently highly ranked by Chambers and Partners and we undertake a broad variety of both private and publicly funded work for our clients.

**We are seeking to appoint one or more paralegals to assist our senior solicitors with their active caseloads including both immigration and public law matters.**

This position is a great opportunity for a graduate or law student, but could also suit a non-lawyer who has relevant office or administrative experience. The successful candidate will work with the partners, who are dedicated and leading immigration solicitors. The role does include administrative work, which is vital to the support of our solicitors. Subject to performance, the casework will extend to more complex tasks and the opportunity to work on unusual and interesting legal cases.

The successful candidate will have an awareness of our field of work and a genuine interest in the issues involved. The right person for this role must also have:

- Excellent communication skills and the ability to work well with people from all backgrounds
- Excellent English, literacy and maths skills, and
- Initiative, demonstrable organisational skills and attention to detail.

Luqmani Thompson may be able to offer support to assist the right candidate to achieve [Level 2 IAAS accreditation](#), but this would be subject to performance.

It is a full time post, but we will consider job share applicants or those who want to work part-time, subject to the needs of our business. We are looking for someone who is able to start work with us as soon as possible. The salary offered will be competitive.

## **How to apply**

Please provide the below documents by email to [walkerm@luqmanithompson.com](mailto:walkerm@luqmanithompson.com) by **midnight on Friday, 28 February 2020**:

1. A covering letter explaining your interest in and qualification for this role, including details of when you would be available to start and indicating whether you are able to work full-time; and
2. Your CV.

Luqmani Thompson is an equal opportunities employer committed to fair treatment of all candidates and employees regardless of age, gender, sexual identity, religion, disability or race.



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