

**HARCUS PARKER BULK LITIGATION TEAM: CASEHANDLERS WANTED**

**Harcus Parker** is recruiting casehandlers for its expanding bulk litigation team. This role is for a fixed term period of six months with the potential to be extended.

**The Firm: Harcus Parker**

Harcus Parker specialises in commercial and group litigation. The team has considerable experience of large-scale litigation, including: acting for car owners affected by the 'dieselgate' scandal; Tesco equal pay action; mortgage prisoners and the Lloyds/HBOS shareholder litigation. Further information about the firm can be found on our website: [www.harcusparker.co.uk](http://www.harcusparker.co.uk).

**The Role: Casehandler**

The role will include using a specific case management system (and guidance embedded in it) to:

- Open files and collate information provided by clients
- Assess the merits, both liability and quantum, of claims
- Deal with pre-action protocol claims
- Issue proceedings
- Deal with case management and interlocutory steps (document provision/witness statements)
- Prepare for and attend trials (advocacy optional but not discouraged if skilled)
- Negotiate and settle claims by court enabled mediation and otherwise
- Correspond/engage with courts, client and opponent firms

Candidates will ideally have the following skills and qualifications:

- Law degree/GDL (essential).
- LPC/BPTC (desirable but not essential).
- Previous casehandling experience litigating in the county court (essential); for or against financial services firms (desirable but not essential).
- A genuine interest in law and practice and willingness to find answers.
- Numeracy.
- IT skills to include using case management systems (e.g LEAP).
- Good communication skills.
- An excellent telephone manner in dealing with clients and professional contacts.
- Attention to detail.
- Excellent time management skills.
- An appreciation of deadlines and an ability to work under pressure.
- The ability to prioritise work and respond quickly in dealing with urgent requests.
- A pro-active approach to work and ability to show initiative in problem solving.
- An intelligent, clear thinking and calm approach to work.
- A team player with a "can do" attitude and flexibility in relation to working hours.
- Self-motivated with the ability to work on own initiative without close supervision.

**Start date:** Immediate availability would be helpful, but we are willing to be flexible.

**Working hours:** 9.00 am to 6.00pm (with an hour for lunch)

**Holiday Entitlement:** 25 days per year

**Salary:** dependent on experience but up to £31,000 p.a.

**Location:**

Due to Covid-19, Harcus Parker is currently considering office and work from home options and recognises that individuals have differing preferences for working locations at this time. Working locations for casehandlers will therefore be determined having regard for the needs of the business and the individual circumstances of successful candidates as necessary.

For those wishing to apply, please email a cover letter and CV to Jennifer Cassidy at [jcassidy@harcusparker.co.uk](mailto:jcassidy@harcusparker.co.uk)