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Appleby (Bermuda) Limited, a leading offshore law firm, provides services to many leading global organisations with respect to legal, fiduciary and administration services.

Senior Associate

Appleby (Bermuda) Limited is accepting applications for Senior Associates in its Bermuda office. We are looking for energetic, self-confident and motivated individuals for our various practice areas to report directly to the Team Leader(s). These practice areas include Corporate and Commercial, Litigation and Insolvency, Private Client and Trusts and Property. Principal duties and responsibilities will include (but are not limited to) the following:

Corporate & Commercial

- Advise clients, in keeping with the firm's principles, with respect to all aspects of case management pertaining to all corporate law matters
- Represent the firm in dealings with outside law firms, government representatives, agencies, and other professionals involved with the client's matters
- Review and prepare contracts, including acquisitions and joint ventures, complex commercial transactions, mergers, buy-outs and other corporate business transactions
- Develop a thorough understanding of each assigned client's business and business philosophy
- Advise in relation to a wide range of general corporate and commercial matters as well as Insurance, Mutual Funds, Partnership, Financing, Securities, Telecommunications, Banking and Shipping.

Litigation & Insolvency

- Review and undertake a wide range of contentious commercial work including company law disputes, employment disputes, personal injury and corporate insolvency
- Represent the firm in dealings with outside law firms, government representatives, agencies, and other professionals involved with the client's matters
- Participates in local and international marketing in all forms
- Leading or assisting in drafting of precedent documentation for the department

Private Client & Trusts

- Receive instruction from other attorneys or clients including suggesting, recommending and drafting instruments for a particular matter, involving attorneys in other departments, where necessary or relevant and undertaking and completing professional work for clients of the firm
- Settling terms of new engagements
- Review documents prepared by other attorneys and provide comment thereon
- Participate in the department and Appleby Services (Bermuda) Ltd. Marketing, education and training programs

Property

- Responsible for reviewing and preparing a diverse range of residential, commercial and general property transactions
- Responsible for reviewing and preparing conveyances, leases, mortgages, security documents and other deeds and documents of a novel nature
- Lead or assist in the drafting of precedent documentation for the department
- Advise clients, in keeping with the firm's principles, with respect to all aspects of residential, commercial and general property pertaining to all property law matters.

General knowledge, skills and experience required:

- Minimum of seven relevant years' post qualification experience in any practice area
- Superior skills in and knowledge of the practice area(s) specialized in
- Well developed analytical drafting and negotiating skills
- Advanced skills in practice management, client development, marketing and relationship management
- Strong interpersonal skills
- Excellent written and verbal communication skills, incorporating excellent organisational, reasoning and presentation skills.
- A demonstrated ability to establish priorities and organise work assignments
- The ability to work successfully in a collaborative global environment.
- A high level of proficiency in Microsoft Office Suite
- A demonstrated ability to mentor junior lawyers

Please apply online by registering in the Careers section of our website at www.applebyglobal.com before **21 September 2011.**

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THE RIGHT PEOPLE. THE RIGHT PLACES. **THE RIGHT CHOICE.**

Alternatively, written applications, with curriculum vitae, should be addressed in confidence to:

Nevine Morgan
Human Resources Manager
Appleby (Bermuda) Limited
PO Box HM 1179
Hamilton HM EX

Closing Date: 21 September 2011