

Solicitor

Trusts & Estates

Job Title: Solicitor - Trusts and Estates Team

Objective: To provide high quality legal services to the clients of Pitt & Moore as part of the Trusts & Estates team.

Job Description:

- **Client Representation:** Provide legal representation and advice to clients on a wide range of matters pertaining to trusts and estates, including wills, estate planning, trust administration, asset protection, and probate.
- **Trust Formation and Administration:** Assist clients in the formation, modification, and administration of trusts, ensuring compliance with legal requirements and best practices. Draft trust agreements, prepare necessary documentation, and provide ongoing support to trustees and beneficiaries.
- **Estate Planning:** Collaborate with clients to develop comprehensive estate plans, taking into consideration their unique circumstances and objectives. Advise on strategies for wealth preservation, tax optimization, charitable giving, and the distribution of assets to intended beneficiaries.
- **Probate and Estate Administration:** Guide clients through the probate process, including obtaining necessary court approvals, administering estates, managing assets, resolving disputes, and ensuring compliance with legal obligations.
- **Legal Research and Documentation:** Conduct thorough legal research, analyze relevant legislation, case law, and precedents, and prepare accurate and comprehensive legal documents, including contracts, agreements, deeds, and court pleadings.
- **Client Relationship Management:** Cultivate strong relationships with clients, gaining a deep understanding of their needs and providing clear and practical legal advice. Offer guidance and support during challenging times, such as family disputes or contested estates.
- **Compliance and Risk Management:** Stay abreast of changes in trust and estate laws and regulations, ensuring compliance with legal requirements. Identify potential risks and provide proactive solutions to mitigate them.
- **Collaborative Teamwork:** Collaborate effectively with colleagues within the Trusts and Estates Team, as well as other practice areas, to provide clients with comprehensive legal solutions. Share knowledge and contribute to the professional development of junior team members.

Qualifications and Expectations:

- **Legal Qualification:** Possess a valid New Zealand law degree and be admitted to the New Zealand Law Society as a Barrister and Solicitor.
- **Experience:** Have a minimum of two years of post-admission experience practicing in trusts and estates law. Experience in a reputable law firm or specialized trust and estate practice is preferred.

- **In-depth Knowledge:** Demonstrate a comprehensive understanding of New Zealand trust and estate laws, regulations, and practices, including recent developments. Familiarity with tax implications and asset protection strategies is advantageous.
- **Analytical Skills:** Exhibit strong analytical and problem-solving abilities, with the capacity to assess complex legal issues and provide sound advice and solutions to clients.
- **Communication:** Possess excellent written and verbal communication skills, allowing for clear and effective communication with clients, colleagues, and external stakeholders.
- **Attention to Detail:** Display meticulous attention to detail, ensuring accuracy and precision in legal documents, research, and analysis.
- **Time Management:** Exhibit exceptional organizational skills and the ability to manage multiple priorities, meet deadlines, and deliver high-quality work under pressure.
- **Professionalism and Ethics:** Uphold the highest standards of professional integrity, ethics, and client confidentiality.

Above all, contribute to our firm's mission of providing outstanding legal services and making a positive impact on the lives of our clients.