

## Candidate Legal Practitioners (Two year Contract)

### About this Job Opportunity:

*The Law Clinic operates as a fully-fledged attorneys' office, delivering free legal services to the indigent, whilst at the same time training final year law students and candidate attorneys in the practical application of the law.*

### Duties:

Entering into and abiding by the required tripartite contract of service learning with a principal attorney and the Legal Practice Council.

### Duties include:

- Providing support to other practitioners within the firm on all aspects of legal practice;
- Assisting in the preparation of matters for trials or hearings;
- Conducting research and preparing legal opinions;
- Attending consultations with clients, witnesses and experts;
- Attending at court, including pre-trial conferences and trial proceedings;
- Liaising with counsel, experts, clients and opponents;
- Attending to the day-to-day management of files under the supervision of other practitioners;
- Drafting agreements, letters and other legal documents;
- Assisting and supporting students, as well as any teaching offered by the Law Clinic;
- Conducting other daily administrative and legal practices.

### Requirements:

- An LLB qualification;
- Verbal and written fluency in English **and** Afrikaans or in English **and** IsiXhosa;
- Driver's licence or the ability to obtain one within a reasonable time;
- Good legal writing skills;
- Ability to work as part of a team and independently;
- Ability, willingness and availability to work outside office hours, including weekends as may be required from time to time;
- Ability to maintain good interpersonal relationships;
- Ability to work under pressure;
- Ability to work on own initiative;
- Share the values upon which the Law Clinic is founded;
- Ability to function effectively in a multicultural environment.

### Recommendations:

- Relevant prior work experience;
- Existing knowledge of and familiarity with the work of the Law Clinic.

**Commencement of duties:** 1 April 2019

**Closing date:** 20 February 2019

**Enquiries regarding this post:** Ms E Lovell on 021 808 2707 or at [elmienl@sun.ac.za](mailto:elmienl@sun.ac.za)

**Enquiries regarding remuneration/benefits as well as technical assistance with the electronic application process:** Human Resources Client Services Centre on 021 808 2753

**Ref:** RG04/034/0219

*The University will consider all applications in terms of its Employment Equity Plan, which acknowledges the need to diversify the demographic composition of the staff corps, especially with regard to the appointment of suitable candidates from the designated groups.*

*The University reserves the right not to make an appointment.*

Your application, comprising a **comprehensive curriculum vitae (including the names and e-mail address of at least three referees)**, must reach the University before or on the closing date of the advertised post.

**Apply online at [www.sun.ac.za/english/careers](http://www.sun.ac.za/english/careers)**

*The University reserves the right to investigate qualifications and conduct background checks on all candidates.*

**Should no feedback be received from the University within four weeks of the closing date, kindly accept that your application did not succeed.**

**Job Details**

**Employer:** Faculty of Law, Stellenbosch University

**Description:**

*The Law Clinic operates as a fully-fledged attorneys' office, delivering free legal services to the indigent, whilst at the same time training final year law students and candidate attorneys in the practical application of the law.*

**Duties:**

Entering into and abiding by the required tripartite contract of service learning with a principal attorney and the Legal Practice Council.

**Duties include:**

- Providing support to other practitioners within the firm on all aspects of legal practice;
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**Salary:**

**Location:** Western Cape

**Contact Details**

**Contact Person:** Me E Lovell

**Contact Number:** 021 808 2707

**Contact Email:** elmienl@sun.ac.za