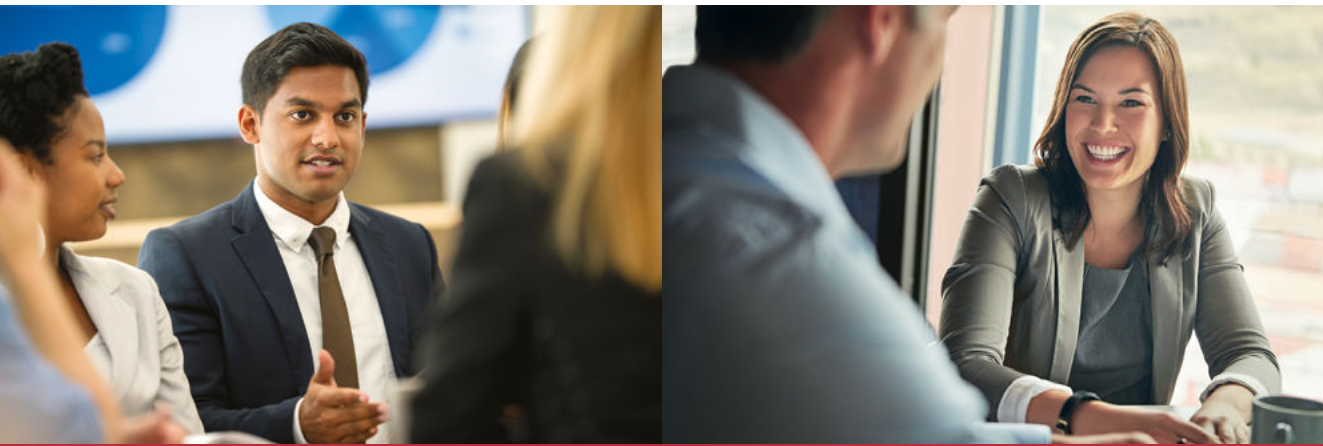


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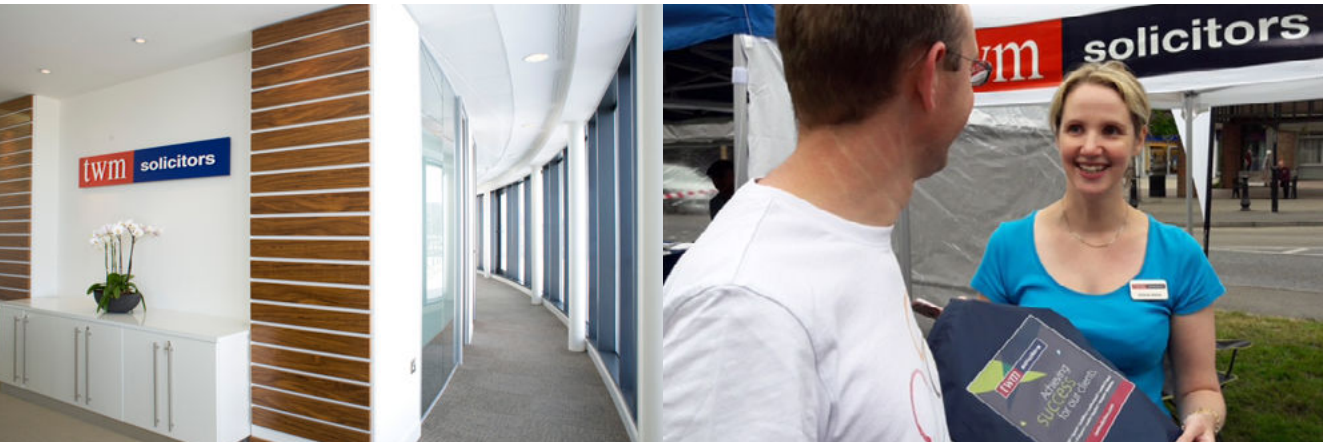
Your
Training Contract
with TWM Solicitors LLP

An introduction to our firm

Established in 1799, TWM Solicitors is a leading South East law firm with 220 people in offices across Surrey and London.

We are a full service firm, undertaking the full spectrum of legal work - for private clients we are renowned for family law, residential property, tax planning, trusts, wealth management and Wills and probate. For businesses, we have teams dealing with the full range of corporate and commercial law, dispute resolution, lending, employment and commercial property.

We are extremely proud of our heritage, and that many of the families we act for have been clients for generations, and businesses for many decades. We operate firmly on the 'do as you would be done by' principle, and believe that our professional services and client care standards are of the very highest quality and value for money.



Our main areas of expertise are:

- Business Law
- Commercial Property
- Dispute Resolution
- Employment Law
- Family Law
- Lending
- Private Client
- Residential Property

We are a successful, sustainable business, providing a personal and partner-led service to all of our clients. Our values of commitment and integrity are as important now as they were in 1799.

Our motivating and rewarding work environment is professional, while socially relaxed and enjoyable. We match the enthusiasm and dedication of our staff with an equally strong commitment to their continuing professional and personal development.

Your training contract with us

Making the right decision

Choosing the firm you will be training with is one of the most important decisions in your career. The following introduction to our training contracts and testimonials from our current and previous trainees will hopefully help you in making this decision.

We offer a comprehensive legal service which has enabled us to advise families for generations and businesses for decades. This translates to our trainee programme in many ways.

Each year we recruit between three to six trainees.

Over the two years of training, you will have four seats, each lasting six months. Where possible, we try to place you in your preferred seat, but we always make sure that your seats are a combination of contentious and non-contentious law.



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In order to make sure that our trainees get exposure to a wide variety of matters, most of our seats are based at different office locations. You will have the opportunity to work alongside highly experienced fee earners who will teach you not only the technical

side of matters, but also our ethos of providing a personal service. You will have full exposure of matters from beginning to end and you will be assigned a mentor who will be there for individual support.

Your application

Our recruitment process commences 18 months before your training contract starts. In practice, this means that the deadline for applications is the end of February of the previous year. You will find information on how to apply by visiting the recruitment section on our website:

[twmsolicitors.com/recruitment/trainees](https://www.twmsolicitors.com/recruitment/trainees)

Our trainees come from a variety of backgrounds, and what we are looking for in our trainees, is a strong academic background (law, non-law related degree or GDL of preferably 2:1 or higher), along with:

- Previous relevant work experience that shows a genuine interest in law
- Excellent written and verbal communication skills
- Evidence of a pro-active approach to work
- An ability to work as part of a team and to deadlines
- Proficient working IT knowledge, including the Microsoft Office suite.



We will select a shortlist of candidates who will be invited for an assessment day. The assessment day is designed so that we can get a good insight into your written and oral communication skills and assess your ability to work in a team - you will be asked to discuss a given subject with a group of people and present your ideas to us.

You will be presented with the following tasks:

- A critical reasoning test
- A written exercise
- A group discussion, including a presentation
- An interview.

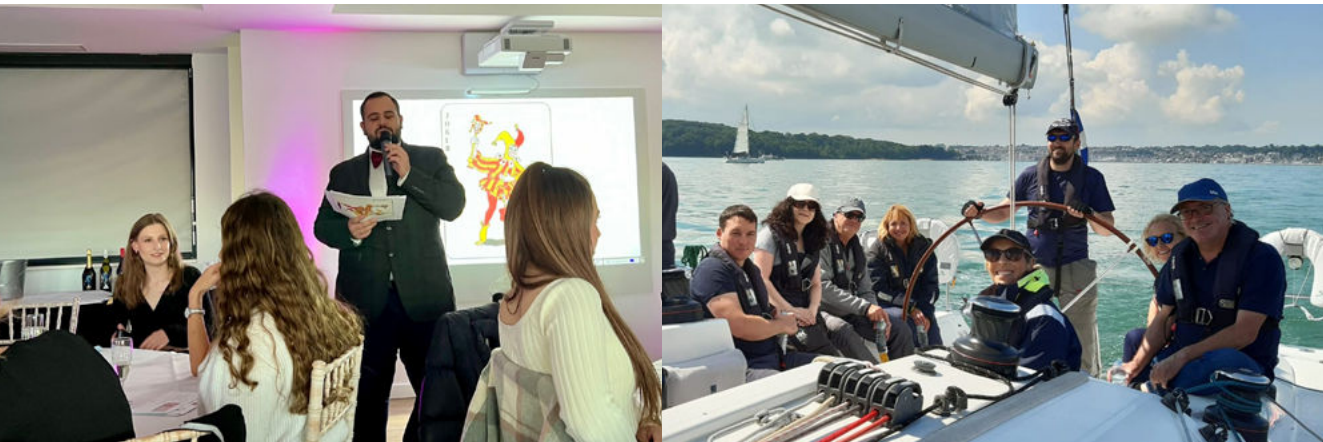
We understand that you will be nervous, and naturally you will be stronger in some exercises and weaker in others. What we will be looking for is a strong overall performance, a friendly but professional personality and someone who relates to others and uses their common sense throughout the tasks.

We encourage our trainees to join in activities outside of work, use their initiative, and demonstrate a willingness to take on additional responsibilities. We recruit people who value and want to contribute to the provision of top quality legal services; possess good interpersonal skills; balance legal knowledge with commercial awareness; and are committed to professionalism in all aspects of their work.

No matter which department you join throughout your training, you will be part of a team helping to ensure that our clients receive the proactive and professional service for which TWM is well known.

Our investment in you

Currently, Year 1 trainees receive a salary of £28,130 per annum and Year 2 trainees receive £29,818 per annum. In addition, all of our trainees receive group life insurance, a contributory pension, 25 days' holiday, and optional health insurance.



[twmsolicitors.com](https://www.twmsolicitors.com)

How to apply

Please visit our website: [twmsolicitors.com/recruitment/trainees](https://www.twmsolicitors.com/recruitment/trainees) where you will find further information and a copy of our application form.

Contact Us

For more information about our training contracts, please contact our HR team at: hr@twmsolicitors.com or call: **01483 752731**.

Life of a TWM trainee



Tilly Sharpin, Trainee Solicitor

I joined TWM as a paralegal in the Commercial Property department and, like many before me, was given the encouragement and support I needed to progress and become a trainee solicitor.

I am currently carrying out my fourth seat in the Contentious Trusts and Probate team. I was drawn to TWM, not just because it is long established and well respected, but because the firm's outlook is so refreshing. It looks forward and is guided by a healthy dose of humour and a sense of fairness. All of the clichés are true: the work is challenging and varied, the people are friendly and take pride and pleasure in passing on their knowledge and expertise, the culture is absolutely open and collaborative. If you put your hand up then you will get the opportunities you need to develop your skills and expertise. TWM is proving to be a fantastic place in which to train and find my feet as a lawyer. My experience so far has totally reinforced why I sought out a role at this firm.



Sophie Lord, Solicitor in Commercial Property (completed training contract in February 2023)

I joined TWM as a paralegal in the Lending department and I knew from an early stage that I wanted to go on to complete my training contract with the firm. I have been given the opportunity to progress matters using my own initiative while also being encouraged to ask questions. TWM encourages collegiality and I have felt extremely supported by colleagues of all levels across the firm.

TWM exposes its trainees to high level work from the outset, giving trainees a flavour of what life will be like as a newly qualified solicitor. I have also been given regular feedback and encouragement at all stages in my training, which has been key to my development as a trainee.

TWM encourages their trainees to get involved with various networking and marketing events, such as the TWM golf day and the firm's annual quiz, held in aid of Kent Surrey and Sussex Air Ambulance.

I could not have asked for a better training contract experience with the firm and I am excited to continue my journey here.

Testimonials

"The best thing about training at TWM is that it has such a friendly working environment. Everyone is very approachable and supportive and therefore I felt I was able to easily ask questions and develop my knowledge, making qualification a lot less daunting when the time came. TWM gives trainees a lot of responsibility and so I gained great first-hand experience dealing with clients and got exposure to many different areas of the law, all whilst maintaining a healthy work life balance."

Lucy Farrow-Smith, Solicitor in Lending

"When I began my search for a law firm training contract, there were three essential elements: (i) exposure to top quality work and clients, (ii) the opportunity to be responsible for my own caseload from an early stage in my training and (iii) a sensible work life balance. TWM fits the bill perfectly. The clients and work the firm attracts is second to none and the staff are always more than happy to give up their time to support you as a trainee."

David Powell, Partner and Head of Business Law



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"I have always enjoyed working at TWM – the three main characteristics that I found really helped my training were the friendliness and approachability of all staff, the responsibility that was given to me at a very early stage (and throughout my training) and the ethos of the firm. TWM is not driven solely by profit and billing clients; it is much more than that. At the heart of everything we do is a desire to make our clients happy and to treat everyone with whom we deal with respect, friendliness and good humour."

David Hitchcock, Partner and Head of Dispute Resolution

"The two years I spent as a trainee at TWM hold a very special place in my career. I can honestly say that the knowledge, experiences and exposure I experienced during those two years shaped who I am today. I have been with TWM for 15 years now. Why? The list of reasons is long but the people, the opportunities for career progression and the outlook of the firm are high up on the list."

Claire Campbell, Partner in Commercial Property

**CRANLEIGH**

Broadoak House
Horsham Road
Cranleigh
Surrey GU6 8DJ

TEL: 01483 273515

EPSOM

123 High Street
Epsom
Surrey
KT19 8AU

TEL: 01372 729555

GUILDFORD

65 Woodbridge Road
Guildford
Surrey
GU1 4RD

TEL: 01483 752700

LEATHERHEAD

Sweech House
Gravel Hill
Leatherhead
Surrey KT22 7HF

TEL: 01372 374148

REIGATE

40 West Street
Reigate
Surrey
RH2 9BT

TEL: 01737 221212

WIMBLEDON

7-9 Queens Road
Wimbledon
London
SW19 8NG

TEL: 020 8946 6454

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