

49, The Crescent  
Arnold  
Nottingham  
NG5 2DP

Wright & Co  
54, High Street  
Arnold  
NG5 1DP

28<sup>th</sup> July 2021

Dear Sir or Madam

**Re: Private Client Solicitor position**

I am writing in response to your advert for a Private Client Solicitor on the Law Society Gazette. I have 7+ years' PQE with the most recent 4 years spent in Private Client. Prior to this, I worked in Family.

In my current role, I manage a mixed caseload of Wills, Probate, Lasting Powers of Attorney, Trusts and Deputyship. I also provide Inheritance Tax advice to clients with moderate to very high net worth, and I am competent in drafting both personal and business LPAs.

My team includes three paralegals who carry out some of the more routine aspects of work under my full supervision. I also supervise the team's legal secretary.

I am responsible for some business development activities including delivering talks for local organisations, attending networking events, writing blogs on Private Client topics and fostering strong long-term relationships.

In my previous role, I handled a range of family matters including Divorce, Separations, Children, Financial issues and Pre-nuptial agreements. I specialised in drafting Consent Orders for more complex scenarios. I have found my previous background in family law to be a huge advantage to my current role. Many estate planning clients also have family issues (e.g. they have separated but not divorced, or they have divorced but not made a clean break order). I am therefore able to offer appropriate advice and services, providing the client with a better level of service whilst increasing the value of the client to the firm.

I am looking for a new position at a mid-sized firm with plenty of growth ambition in the Arnold area, having relocated recently. I believe my range of experience in both Private Client and Family, together with my business development experience, makes me an excellent fit for your firm.

I look forward to hearing back from you.

Yours sincerely

Samuel Smith