



# NelsonBridges

<https://nelsonbridges.com/job/new-build-conveyancer/>

## New Build Conveyancer

### Description

**Job Role:** New Build Conveyancer

**Location:** Hartlepool

**Firm:** A prestigious, nationally known law firm that has maintained an outstanding reputation for over 5 decades.

### Role Details:

You will be joining a highly supportive large team and be responsible for running your own new build caseload and all other associated transactions.

- Investigation of New Titles and other legal Issues.
- Prepare Contracts.
- Report on Searches.
- Mortgage Report.
- Preparation of Transfers.
- Updating necessary referral portals
- Drafting non-standard correspondence.
- Dealing with Shared Ownership Schemes/HTB and Part-Exchanges
- Manage regular files updates and supervise support staff when providing updates on your behalf
- Be able to assist the Head of New Build in day-to-day running of the department
- Business Development for the department in securing new sites and liaising with Site Representatives and Sales Managers

The firm is offering a competitive package along with company benefits, structured career progression, and a bonus scheme.

**Is this role of interest? If yes and you would like to apply for the position, please send in a copy of your CV and one of our dedicated legal specialists will contact you.**

### Hiring organization

Nelson Bridges

### Employment Type

Full-time, Permanent

### Duration of employment

Permanent

### Industry

Legal

### Job Location

Hartlepool, Cleveland

### Base Salary

£ 30,000 - £ 40,000

### Date posted

20/06/2022