



Possible jobs and careers in law

- 1. Paralegal:** A paralegal is a professional who assists lawyers in legal tasks. They conduct legal research, draft legal documents, and provide administrative support in law firms, corporate legal departments, or government agencies. They are not qualified as solicitors or barristers but work under their supervision.
- 2. Legal Secretary:** A legal secretary provides administrative support to lawyers and legal professionals. They assist with scheduling appointments, managing correspondence, organising documents, and preparing legal forms. They are responsible for maintaining the smooth functioning of the legal office.
- 3. Costs draftsman:** A costs draftsman prepares legal costs, bills, and budgets for litigation cases. They analyze costs related to legal proceedings, negotiate settlements, and ensure that costs comply with legal regulations. They may work in law firms or legal costs firms.
- 4. Legal Adviser/Clerk:** A legal adviser/clerk provides guidance and advice on legal matters. They often work in non-contentious areas of law, offering legal assistance to clients or organisations. They may research legal issues, draft legal documents, and provide general legal support.
- 5. Legal Executive:** A legal executive is a qualified legal professional who specialises in a specific area of law. They are authorised to provide legal advice and services to clients under the supervision of a solicitor or barrister. Legal executives often work in law firms or legal departments.
- 6. Magistrate:** A magistrate is a judicial officer who presides over minor criminal cases and preliminary hearings. They are volunteers who sit in magistrates' courts and make decisions on matters such as bail, sentencing, and issuing search warrants.
- 7. Prosecutor:** A prosecutor is a legal professional who represents the state or government in criminal cases. They are responsible for presenting evidence, arguing the case against the defendant, and seeking a conviction.
- 8. Usher:** An usher is a court officer who maintains order and assists in the smooth functioning of the court. They guide people, ensure courtroom decorum, and perform administrative tasks as directed by the court.
- 9. Lawyer:** A lawyer is a generic term for a legal professional who is qualified to provide legal advice and represent clients in legal matters. Lawyers can specialise in various areas of law, such as criminal law, corporate law, family law, or intellectual property law.
- 10. In-house:** In-house refers to lawyers or legal professionals who work directly for a company or organization instead of working in a law firm. They provide legal advice and services exclusively to their employer.



- 11. Barrister:** A barrister is a legal professional who specialises in courtroom advocacy and provides expert legal advice. They are self-employed or work in chambers and are typically instructed by solicitors to represent clients in higher courts or provide specialist legal opinions.
- 12. Trainee Solicitor:** A trainee solicitor is a legal professional in the process of qualifying as a solicitor. They undergo a period of practical training within a law firm or organisation, working under the supervision of qualified solicitors.
- 13. Practice Manager:** A practice manager is responsible for managing the administrative and operational aspects of a law firm or legal department. They oversee financial management, HR, marketing, and other business-related functions.
- 14. Police Station Representative:** A police station representative is a legal professional who provides advice and support to individuals detained at a police station. They ensure that the detainee's rights are protected and assist in legal proceedings, such as police interviews or bail applications.
- 15. Corporate Lawyer:** A corporate lawyer specialises in corporate law, which deals with legal matters related to businesses and corporations. They advise clients on corporate governance, mergers and acquisitions, contracts, and regulatory compliance.
- 16. Coroner:** A coroner is a public official responsible for investigating deaths that occur under certain circumstances, such as sudden, unexpected, or suspicious deaths. Coroners determine the cause and manner of death and may conduct inquests.
- 17. Arbitrator:** An arbitrator is a neutral third party appointed to resolve disputes between parties outside of the court system. They listen to arguments, review evidence, and make a binding decision to resolve the dispute.
- 18. Licensed Conveyancer:** A licensed conveyancer is a specialist in property law who is authorised to handle the legal aspects of property transactions, such as buying or selling residential or commercial properties. They ensure the transfer of property ownership and handle related legal documentation and processes.
- 19. Legal Cashier:** A legal cashier is responsible for the accounts functions within a law firm and is expected to comply with the SRA Accounts Rules.
- 20. Peripheral roles:** As with any business larger firms also have departments which deal with business development and marketing; facilities and premises management; training; HR and personnel matters; Regulatory and Compliance; and IT and may recruit specialists to perform these functions within the business.