

Our Ref: AB/Z999990006
Your Ref:
Date: April 2021

Dear Applicant

Thank you for your interest in the paralegal post. An application form is attached.

Please complete the application form having regard to the information we have provided on our website about the post.

Please save your application form in word and name it surname.initial.2021 (eg Bloggs.J.2021)

Please email the completed application form to reception@hmb Solicitors.co.uk by 2pm on Friday 23rd April 2021.

Please note that we will not consider applications received after the closing date or other than in the prescribed format. Applicants who do not follow the instructions for completing the application will not be shortlisted.

We will contact applicants selected for the next stage of the recruitment process only, so if you have not been contacted by 30th April you should assume that your application has not been successful. We intend to invite shortlisted applicants to attend interviews in the week commencing 4th May 2021.

If you have a disability and you require a reasonable adjustment to be made to our application process, please contact us.

Yours faithfully



HOPKIN MURRAY BESKINE



HOPKIN MURRAY BESKINE LIMITED

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