

PARALEGAL JOB SPECIFICATION 2026

Thomas & Co have opened up a paralegal role to give you the breadth of experience you need to emerge as confident lawyer-to-be.

We are giving you the opportunity to learn from exceptional professionals in a wide range of areas of law, with particular focus on solving real life problems that really matter to our clients. You will have the opportunity to express your preference about which areas you would like to develop a special expertise in, and our dedicated HR team will ensure that you are constantly supported to achieve your full potential.

Who are we? Thomas & Co is a vibrant boutique law firm with a traditional approach, for both businesses and individuals. The firm has a particular focus on real-life matters: conveyancing, wills, probate, trusts, personal tax planning, charities, business, family.

We provide a first-class professional service to clients on a walk-in, personal basis tailored to build lasting relationships. With vast expertise across various legal fields, Thomas & Co is committed to delivering exceptional client-focused solutions.

We have been running a highly successful practice in Tisbury, Wiltshire, and recently opened our Hyde Park office in London. Our unique vision is to be a local practice providing a hands-on service with clear communication, building a trusting and long-term relationship with our clients. We treat each other with respect. We are open. We value the highest standards.

Why join us? We have designed our paralegal role to give you the kind of exposure that you need to develop professionally as a lawyer. We have a particular focus on solving real life problems. The role will be highly client-facing. We will tailor the role to your career development needs and aspirations. You will be a full member of our respectful, highly experienced and welcoming team from day one. We look forward to receiving your application.

If you have passed SQE a training contract would be possible.

Key information

Requirements: first-class undergraduate degree in law, or another subject plus a postgrad diploma in law.

Start: immediate start in September 2026

Salary: competitive

Location: London, Hyde Park

Employment Type: Full-time on-site role

Please send your application to Martin Thomas at mt@thomassolicitors.co.uk