

Law Firm Recruitment Notice - Sample

Chan, Wong & Yip Solicitors

Position: **Trainee Solicitor [2026]**

Job category: Law Firm – Trainee Solicitor

Job type: Full-time

Firm's practice areas: Conveyancing, Corporate commercial and Litigation

Requirements: [**Please add/delete as appropriate:*]
☐ 2:1 (second class honors, division one)
☒ Completed PCLL courses
☐ To start in [•] after completion of PCLL program

Application procedures: [Send CV/Cover letter by email to info@cwyl.com.hk]

Application deadline: 18th July 2026

Interview period: 27th July 2026 – 30th July 2026

Selection process/criteria: [**Please add/delete as appropriate:*]
☒ Academic achievements
☒ Aptitude test
☐ Case study / legal problem solving
☒ Language proficiency test (in written and spoken English, written Chinese and spoken Chinese (both Putonghua and Cantonese))
☒ 1 [panel] interview
☐ Relevant work experience will be considered
☐ [Other assessment]

Contact: Mr Chan – [Managing Partner]
Tel: 3716 8650
Email: admondchan@cwyl.com.hk

CHIH

Position:	Trainee Solicitor [2026]
Job category:	Law Firm – [Trainee Solicitor]
Job type:	[Full-time]
Firm's practice areas:	Personal Injuries, Matrimonial and general litigation
Requirements:	Completed PCLL courses
Application procedures:	Please send CV to email – vchih168168@gmail.com
Application deadline:	30 September 2026
Interview period:	Nil
Selection process/criteria:	Proficiency in read, write and type Chinese is a must Suitable candidates will be invited for an interview
Contact:	Ms. Chih Wan Si Vanessa - Principal Tel: 9198-0745 Email: vchih168168@gmail.com

Law Firm Recruitment Notice

JTC Solicitors

Position:	First Year Trainee Solicitor [Year 2026 PCLL Graduate]
Job category:	Law Firm – Trainee Solicitor
Job type:	Full-time
Firm's practice areas:	Corporate commercial
Requirements:	2:1 (second class honors, division one) Completed PCLL courses Immediately available preferred after completion of PCLL program
Application procedures:	Send CV/Cover letter by email to jennifer.cheng@jticsolicitors.com
Application deadline:	31 July 2026
Interview period:	Interviews will be conducted on a rolling basis
Selection process/criteria:	Academic achievements 1 panel interview
Contact:	Sandy Chui – Secretary Tel: 2127 4255 Email: sandy.chui@jticsolicitors.com

Law Firm Recruitment Notice

JTC Solicitors

Position:	Paralegal
Job category:	Law Firm – Paralegal
Job type:	Full-time
Firm’s practice areas:	Corporate commercial
Requirements:	Graduation of LLB Degree
Application procedures:	Send CV/Cover letter by email to jennifer.cheng@jticsolicitors.com
Application deadline:	31 July 2026
Interview period:	Interviews will be conducted on a rolling basis
Selection process/criteria:	☐ Academic achievements ☐ 1 panel interview ☐ Relevant work experience will be considered ☐ Proficient in both spoken and written English and Chinese; fluent in Putonghua is preferable. ☐ Immediate availability is preferred.
Roles and Responsibilities:	☐ Providing legal support to the legal team, including assisting with simple drafting and formatting of legal documents. ☐ Conducting legal researches
Contact:	Sandy Chui – Secretary Tel: 2180 6547 Email: sandy.chui@jticsolicitors.com

Tang, Wong & Cheung, Solicitors

Position: Trainee Solicitor

Roles and Responsibilities:	Assist our solicitors and colleagues in: (1) liaising with clients (2) conducting research (3) drafting documents (4) attending Court hearings with solicitors, attending legal visits, etc.
Requirements:	Candidates should: (1) be graduates of PCLL (2) possess good interpersonal skills, good computer skills (3) be mature (4) be fluent in both English and Chinese
How to apply:	Application should be sent with covering letter and CV to: Mr. Martin Lau, Managing Partner Email: martinlau@twchk.com and c.c. josephng@twchk.com
Application Period:	Application deadline: 30 th August 2026
Traineeship Period:	Traineeship is expected to start from 20 th July 2026 for 2 years
Salary (if any)	