



Qualified Lawyer Assessment Matrix

The information in the table below indicates the skills and competencies required for the majority of qualified lawyer roles within the GLS.

Some departments may seek evidence of additional competencies beyond those set out here (e.g. where a Senior Civil Service (SCS) post is being advertised). These will be indicated in the vacancy notice.

Competency	Assessed in application form / short listing?	Assessed in written exercise?	Assessed at interview?
Legal Professional Skills	Yes	Yes	Yes
Making Effective Decisions	Yes	Yes	Yes
Delivering at Pace	Yes	No	Yes
Managing a Quality Service for Clients	Yes	No	Yes
Collaborating & Partnering	Yes	No	Yes
Motivational Fit	Yes	No	Yes

GLS Qualified Lawyer Competency Framework

Legal Professional Skills

Effectiveness in this area is about understanding and applying relevant features of the law – this includes having an understanding of the main features of public law; reliable legal judgement and an appreciation of legal risk; and being able to produce sound analysis, using secure legal research.

Please see the Vacancy Notice for the specific legal skills/experience relevant to the advertised role.

Making Effective Decisions

Effectiveness in this area is about being objective; using sound judgement, evidence and knowledge to provide accurate, expert and professional advice. It means showing clarity of thought, setting priorities, analysing and using evidence to evaluate options before arriving at well reasoned justifiable decisions.

Delivering at Pace

Effectiveness in this area means focusing on delivering timely performance with energy and taking responsibility and accountability for quality outcomes. It's about working to agreed goals and activities and dealing with challenges in a responsive and constructive way.

Managing a Quality Service for Clients

Effectiveness in this area is about being organised to deliver service objectives and striving to improve the quality of service, taking account of diverse customer needs and requirements, and having the ability to work well with clients and colleagues at all levels. In the legal context it is about working constructively with clients to achieve solutions which are legally sound while meeting client needs.

Collaborating and Partnering

Effectiveness in this area is about creating and maintaining positive, professional and trusting working relationships with others (i.e. clients and colleagues at all levels within and outside the Civil Service) to help get business done; it requires working collaboratively, sharing information and building supportive, responsive relationships with colleagues and stakeholders, whilst having the confidence to challenge assumptions. It is also about demonstrating self-awareness and the ability to use feedback to learn and develop.

Motivational Fit

This is about how well the individual's aspirations match with the organisation's needs and offerings (as well as the team applied to).

This competency framework should be read in conjunction with the Vacancy Notice where the recruiting department will set out the essential/desirable criteria specific to the role/s being advertised.