

YOUR JOURNEY TO BECOMING A LAWYER

1

CONTRACT OF ARTICLES OF CLERKSHIP

The period of practical legal training before you may be admitted as an attorney. The contract is registered with the relevant law society.

2

EXAMINATIONS

Practical Legal Training (PLT)/Attorneys Admission Examinations

We offer an accredited in-house Practical Legal Training Course in preparation for the Attorneys Admission Examinations. The examinations consist of four exam papers: Court Procedures; Wills and Estates; Attorneys Practice and Ethics; Bookkeeping. These examinations are written during February and August of each year.

3

ROTATION SYSTEM

Our CAs are given the opportunity to rotate through up to four practice areas as our CAs rotate every six months. We firmly believe that CAs will achieve the best level of experience and learning through exposure to different practice areas.

4

TRAINING AND SKILLS DEVELOPMENT

- Additional in-house training, learning and skills development programmes.
- Work with world-class companies on quality matters and transactions.
- Work and train in diverse teams of like-minded lawyers.
- Access to up-to-date legal information resources.
- Professional skills development.
- Regular evaluation to help you realise your potential and career goals.
- Form relationships with your community through voluntary and pro bono work.

5

LIFE AS A CANDIDATE ATTORNEY

General Duties

Legal research; drafting documents including commercial contracts, company documents, letters, notices, pleadings and opinions; attending court proceedings; attending meetings and consultations. This will be done under the guidance and supervision of some of our lawyers.

Expectations

A positive attitude, self-motivation and determination, resilience and tenacity, reliability, professionalism and integrity, ownership and accountability, attention to detail.

6

LEARN AS MUCH AS YOU CAN

Make the most of the training and skills development opportunities within the firm. This includes not only formal training sessions but also networking opportunities, informal functions and social events.

Diversity

Personal fulfilment

↑INTEGRITY

Commitment

Teamwork

RESPECT

Client Satisfaction

Excellence

Stewardship

OUR VALUES

We connect our people, our clients and our communities through our values and are committed to responsible stewardship.

OUR PEOPLE

We value diversity and respect for the individual. We believe in teamwork for the good of the firm and our clients. We are an employer of choice who believes in the development of our people that helps them achieve professional and personal fulfilment.

OUR CLIENTS

We believe client satisfaction is at the heart of our business and we strive to achieve excellence in everything we do for them. We are committed to long-term relationships with our clients that are based on openness, honesty and integrity.

OUR COMMUNITIES

We believe in living our core values and investing in our communities. We strive to make a meaningful difference within the communities where we live and do business.

PARTNERSHIP

We believe in partnering with our Candidate Attorneys. We want them to succeed as lawyers and we strive to offer an environment where they are given every opportunity and means to reach their full potential.

TRANSFORMATION

CDH acknowledges that South Africa's apartheid and gender discrimination legacy has adversely impacted on the legal profession and has inhibited access to both the profession and legal services.

We face the challenge of transformation and empowerment head on. We are a truly South African law firm where transformation is about living our values and principles.

WE ASPIRE TO BE A FIRM:

- Whose partners, professional and support employees are representative of the racial, gender, cultural and religious diversity of the people of South Africa.
- Where men and women at all levels within the firm enjoy equal opportunities and treatment in relation to access to work, recruitment, promotion and remuneration.
- That creates a working environment that is sensitive to the particular challenges faced by previously marginalised groups such as women and black people.

ACHIEVE

FROM POWERFUL PARTNERSHIPS COME POWERFUL SOLUTIONS

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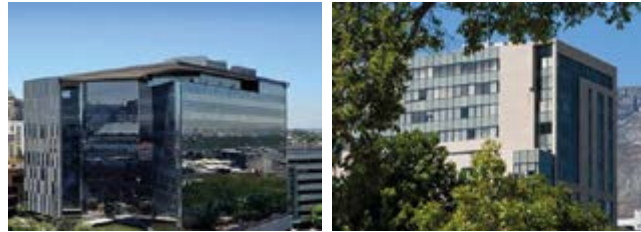


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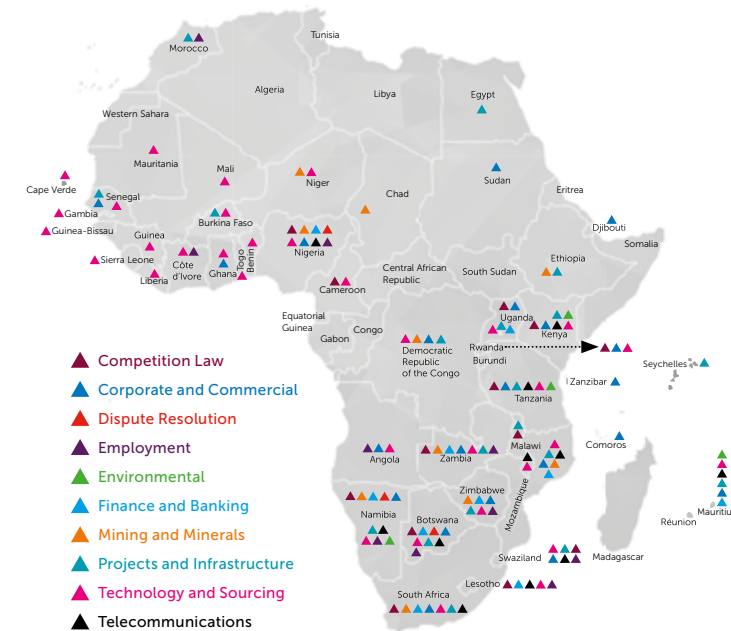


WHO ARE WE?

Cliffe Dekker Hofmeyr (CDH) is one of the largest business law firms in South Africa. We have more than 200 qualified attorneys at CDH. Our lawyers specialise in the full spectrum of services covering our clients' business legal needs.



GLOBAL SERVICE OFFERING



OUR PRACTICE AREAS

- Competition
- Convergence and New Media
- Corporate and Commercial
- Dispute Resolution
- Employment
- Environmental
- Finance and Banking
- Pro Bono and Human Rights
- Projects and Infrastructure
- Real Estate
- Tax and Exchange Control
- Technology and Sourcing
- Trusts and Estates

WHAT DO WE OFFER?

ARTICLES OF CLERKSHIP

- Period of practical legal training (or internship) before a person may be admitted as an attorney.

VACATION WORK

- Interactive programme for student to experience the law in action.
- This is designed to give you an understanding of how our firm works, how our lawyers interact and the nature of our relationships with clients.
- We offer vacation work bi-annually during the January and June/July university holiday periods.

BURSARIES

- Financial assistance to second, third and final year law students and postgraduate students.

WHO AND WHAT ARE WE LOOKING FOR?

- Well-rounded candidates
- A positive attitude and enthusiasm
- Academic excellence
- Commercial awareness
- Interests outside of formal studies
- Sport, culture, community work
- Ability to work in a team
- Good oral and written communication skills
- An ability to apply – and not just learn – the law
- Evidence of a willingness to work hard
- Resilience and tenacity
- Reliability
- Self-motivation and determination
- Professionalism and integrity
- Research, organising, time management and numeracy skills

We value integrity, a willingness to embrace the firm and a commitment to contribute to a successful partnership.

HOW TO APPLY?

- Attitude – the right attitude is important
 - Begin the application process early
 - Commit to your studies
- Submit your application on our graduate recruitment microsite: www.apply4law.co.za

CHECKLIST OF APPLICATION DOCUMENTS

- Cover letter clearly defining which position you are applying for
- Curriculum vitae
- A full university academic transcript to date
- Grade 12 (Matric) results
- Copy of identification document or driver's license

CLOSING DATES

Articles of Clerkship (2018)

Applications have closed

Articles of Clerkship (2019)

Applications close on 1 May 2017

Winter Vacation Programme (June 2017)

Applications close on 1 March 2017

Summer Vacation Programme (January 2018)

Applications close of 1 August 2017

Bursaries (2018)

Applications close on 1 September 2017

APPLY ONLINE

OUR SELECTION PROCESS



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