

# Employment Practice for Paralegals

Becoming a Paralegal will offer you a structured and rewarding career.

You'll carry out essential legal work that doesn't require a Solicitor or Lawyer.



Sometimes known as Legal Assistants, Paralegals offer support and assistance to qualified Solicitors or Lawyers within different specialisms such as Criminal Litigation, Conveyancing and Commercial Law.

This particular Paralegal training course focusses on Employment Practice. You'll learn about employment law and practice. You'll gain an understanding of the contractual relationship and wider scope of employment law and how to apply the law in practical situations.

The course is flexible to study, you can choose whether to study in one of our local training centres or alternatively, you can take the study materials away and learn at home or work, whichever suits you.

On completion of the course you'll gain a Pitman Training certificate and can then go on and progress towards gaining your Level 3 Award or Certificate in Paralegal Practice from the National Association of Paralegals (NALP).

Speak to one of our Course Advisors today for full information about our range of Paralegal training courses.

## Designed for

If you're looking to progress your current Legal Secretary career to the next level, this is a great course to get a notable certification on your CV.

You don't need to have any specific prior experience before starting this course, it is suitable for beginner level onwards.

## Objectives

Through the study of this Paralegal course, you'll gain knowledge and insight into the role of a Paralegal with a specific focus in Employment Practice.

Once you've successfully completed the course you will gain a Pitman Training certificate and you will then be ideally placed to go on and undertake the relevant NALP (National Association of Paralegals) examination to gain a Level 3 Award or Certificate in Paralegal Practice.

## Course Content

There are five sections within this course:

**Section 1:** The Difference between Employees and other types of Workers

**Section 2:** The Basic content of a Contract of Employment

**Section 3:** Termination of Employment

**Section 4:** Principles and Practice of Unfair Dismissal, Wrongful Dismissal and Redundancy

**Section 5:** Employees Rights and Entitlements

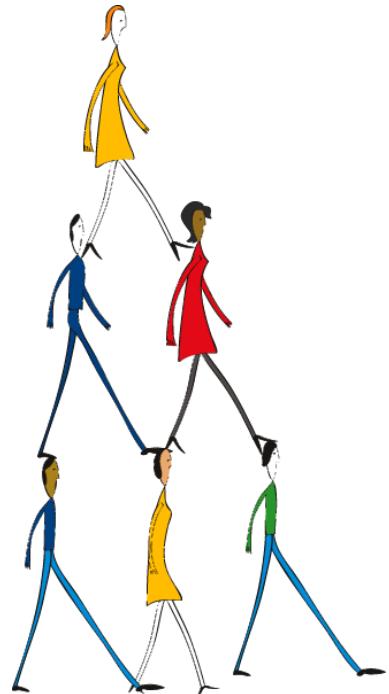
## Benefits

- The flexibility and value of a self-study course designed to enable you to work at your own pace
- The opportunity to gain the widely recognised Pitman Training Certificate

*Please note that membership and exam fees will need to be paid for separately.*

## Course duration:

67 hours



Make sure this course is right for you - have a friendly chat with a Course Adviser, arrange to drop in to have a FREE taster or book a place...

**City of London: 020 7256 6668    Oxford Circus: 020 7580 1651**

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