

Forward thinking
Straight talking

Starting your journey Early careers at Gateley

Professional services
consultancies

Gateley /

hello

A world of opportunity

We offer our people opportunities they won't find easily elsewhere. We are not only a great place to work – with great people – but we provide a career path that's rewarding and allows your strengths and ambitions to shine.

Meet the *Early Careers Team*



Jenni Wood

Early Careers Advisor

As an Early Careers Advisor for Gateley's Consultancies and Business Support teams, I lead on attracting and selecting the next generation of talent through our graduate and apprenticeship programmes. I work closely with hiring managers to shape recruitment strategies that support long-term growth, ensuring every candidate experience reflects our values and employer brand.

I'm passionate about connecting people with opportunities that help them thrive. From first conversations to onboarding, I make sure our early careers journey is clear, engaging and inclusive, giving candidates the confidence to succeed and the support they need to grow.

Based in our Manchester office, I work across all our locations, staying close to our teams and the people we're bringing into them.

e: jenni.wood@gateleyplc.com
t: 0161 836 7862

Hannah Palombella

Early Careers Administrator

As an Early Careers Administrator, I play a key role in supporting the recruitment of graduates and apprentices across our consultancy businesses and Business Support teams. I manage the day-to-day administration of our recruitment process, coordinate interviews, and help organise and attend careers events that showcase the exciting early career opportunities we have to offer.

I'm often one of the first points of contact for candidates and colleagues alike. Whether you're a current graduate, apprentice or someone considering applying to Gateley, I'm here to help. I handle general queries and provide support to ensure every candidate has a positive experience with us—from first contact through to joining the team.

My focus is on enhancing the candidate journey and helping future talent build a strong foundation for a successful career at Gateley. If you have a question, feel free to reach out directly—I'm always happy to help.

e: hannah.palombella@gateleyplc.com
t: 0161 836 7708



Claire Alderson

Early Careers Manager

My role here at Gateley is multi-faceted and I am involved in most aspects of Early Careers activity across our entire business, mainly on a strategic level, including recruitment of our graduates/apprentices, looking at ways we can improve our branding and candidate journey, work experience placements and speaking at events to promote Gateley and assist future joiners in finding their dream job. Whilst I'm based at our Manchester office, I travel regularly across our other sites, meeting people right across our businesses as often as I can. Gateley really is a fantastic place to work and the thing I love most is our people. Being a Professional Services business, we employ people across a wide spectrum of roles and specialisms and each come with their own skills and personalities, it's this diversity that I love and I'm proud that we have a collegiate and fun environment to work in.

e: claire.alderson@gateleyplc.com
t: 0161 836 7860
m: 07720 095 114



Who are we?

Property Platform	People Platform	Business Services Platform	Corporate Platform
Gateley / LEGAL	Gateley / LEGAL	Gateley / LEGAL	Gateley / LEGAL
Gateley / CAPITUS	/ ENTRUST	/ ADAMSON JONES <small>part of Gateley</small>	Gateley / GLOBAL
Gateley / HAMER	/ KIDDY & PARTNERS <small>part of Gateley</small>	/ SYMBIOSIS IP <small>part of Gateley</small>	
Gateley / VINDEN	/ T-THREE	/ GROOM WILKES & WRIGHT <small>part of Gateley</small>	
Gateley / SMITHERS PURSLOW		AUSTEN HAYS <small>part of Gateley</small>	
Gateley / RJA			



We are a professional services business with a responsible business ethos. This ethos is underpinned by excellent client service delivered by friendly people who passionately care about the work that they do and the clients that they work with.

23
UK locations

70%
of employees are share or option holders

Over
1,500
people

Our purpose is to deliver results that delight our *clients*, inspire our *people* and support our *communities*



Gateley:

Our Story in a Snapshot

We've come a long way since our beginnings in Victorian Birmingham. Here's how we've grown into the forward-thinking, straight-talking legal and professional services group we are today.



1800s

We began life as Stephen Gateley & Sons, a small legal practice with big ambitions.

1970s

Merged with Bernard Wareing to become Gateley Wareing & Co, setting the stage for future growth.



2015

A landmark year: we became the first UK commercial law firm to list on the London Stock Exchange's AIM, breaking the mould of traditional partnerships.

2015 onwards

We expanded our offer beyond law, welcoming a range of consultancies into the Gateley family: Capitus Ltd, Hamer Associates, GCL Solicitors LLP, Kiddy & Partners, International Investment Services, Persona Associates, t-three, Tweed Law, The Vinden Partnership Limited, Tozer Gallagher LLP, Adamson Jones Holdings Limited, Smithers Purslow Limited, Symbiosis IP and RJA Consultants Limited.

2019

Gateley named UK Law Firm of the Year: We proudly accepted the coveted UK Law Firm of the Year award at the British Legal Awards.

2021

Named Professional Services Firm of the Year at the Birmingham Business Post Awards.

2024

Established our class actions practice, Austen Hays, and launched our first claim in February 2024.



2025

Gateley Middle East: Based in Dubai, UAE, Gateley Middle East specialise in advising on M&A, corporate restructuring, corporate real estate and dispute resolution across the region.

We've never stood still. We've always looked ahead.
And we'll keep building a business that's bold, diverse and built for the future.

Our Platform *Programmes*

Property

Surveying

- Graduate Building Surveyor
- Graduate Quantity Surveyor
- Graduate Surveyor (Commercial Real Estate)

Engineering

- Graduate Structural Engineer

Architecture

- Architectural Assistant (RIBA Part 1 qualified)

Tax Consultancy

- Capital Allowances Graduate

People

Leadership & Organisational Development

- Graduate Consultant

International Expansion & Inward Investment

- Graduate Consultant

Business Services

Patent & Trademark

- Trainee Patent Attorney

Hear from our *Graduates*

Property

What made Gateley stand out to you when you were choosing where to start your career?

“I needed to find a company that was committed to helping me grow into the surveyor I have the potential to be. I was looking for somewhere that could offer strong APC support, while giving me both the freedom and guidance to build confidence in my knowledge and skills – helping me progress in all areas of my role.”



What do you enjoy most about your role?

“What I love most about my role is the variety – no two days are the same. One day I’m in the office, the next I’m out visiting a site I’ve never been to before. The range of cases we deal with – from fire and storm damage to subsidence and escape of water – means I’m constantly drawing on different skills and knowledge. It keeps things fresh, challenging and rewarding.”

Rebecca Houghton - Former Graduate Building Surveyor, Gateley Smithers Purslow

People

You were choosing where to start your career. What was it about Gateley that made you think, this is the place for me?

“I’ve always been fascinated by behavioural science and the psychology behind leadership and development, so the work Kiddy & Partner and t-three do really spoke to me. It felt like a great opportunity to explore that interest further in a professional context.”

What do you enjoy most about your role?

“I really enjoy the mix of creativity and impact. On the design side, I love being able to take a client brief and shape it into something engaging and thought-provoking. There’s a real challenge in creating something that not only looks good on paper, but actually works in practice and delivers impact.”

Will Brown – Former Graduate, Kiddy & Partners and t-three



Business Services

What made Gateley stand out to you when you were choosing where to start your career?

“I was drawn to Gateley for its unique structure and forward-thinking approach. Symbiosis Intellectual Property (IP) stood out as the only IP firm embedded within a full-service law firm with consultancy expertise, offering a collaborative, cross-disciplinary environment. The chance to train beyond the traditional scope of IP, gaining commercial, legal, and business insights promised an enriching start to my career.”

What do you enjoy most about your role?

“What I enjoy most is the sheer variety and the opportunity to work at the forefront of scientific innovation. No two days are the same, and that’s largely because we’re involved in a broad range of exciting life science projects that are driving real breakthroughs. It’s incredibly rewarding to dive deep into complex scientific concepts, understand the innovation behind them, and then translate that into clear, strategic advice for our clients.”

Anya Mottram – Trainee Patent Attorney, Symbiosis IP



Life at *Gateley*

Whether you're finishing your studies or gaining work experience during this time, we'll keep in regular contact. You'll receive updates and have the opportunity to speak with key people across the business, ensuring you feel supported, informed and excited about what's ahead.

Induction

Your Gateley journey begins with a week-long induction in early September, alongside fellow graduates from both our legal and consultancy teams. You'll meet new colleagues, build your network and get a feel for how we work.

A highlight of the week is our Graduate Getaway at Patterdale Hall in the Lake District. Set against the stunning backdrop of Ullswater, it's a chance to step away from the desk, take on team challenges, and connect with your cohort in a relaxed, inspiring setting.

Your Graduate Programme

From day one, you'll follow a structured development journey designed to build your expertise, confidence and commercial awareness. You'll take on real responsibility, work directly with clients and contribute to meaningful projects. Support includes soft skills training, quarterly coaching and regular check-ins. If you're working towards chartership (e.g. APC), you'll also benefit from dedicated technical training to complement your practical experience.

Built for the Future

We don't just prepare you for your first role — we help you build a career that's bright, bold and full of opportunity. You'll have access to the tools and guidance you need to shape your future. Our Learn platform is packed with resources to help you build new skills and grow your confidence.



“

Gateley offers strong opportunities for development, and I've particularly valued the work I've done around coaching. Working with Emma Bean and the rest of the Talent Development Team has helped me identify both areas of strength and opportunities for growth, which has been a really positive and insightful experience.”

Joshua Franklin

Meet the Talent Development Team



Emma Bean

Senior Talent
Development Advisor



Laura Seeney

Talent Development
Advisor



Matt Tweedale

Talent Development
Advisor

“

The Graduate Getaway was an incredible experience, and I'm still in regular contact with most of the people who went- even though we're now spread across different offices, teams and professions. For some, these kinds of trips can feel a bit daunting, but it was a brilliant way to kick things off. Staying connected and continuing to build relationships across the business has been both enjoyable and rewarding”

Joshua Franklin

Graduate Development Programme

Graduate Development Programme

All graduates across the business will take part in our internal development programme. Alongside the technical skills gained through their qualification route, this programme is designed to build essential personal and professional capabilities—equipping them with the confidence and tools to thrive in their roles and beyond.

Facet5 Profiling

Each graduate will complete a Facet5 personality profile, followed by a one-to-one feedback session. This will help them develop a deeper understanding of their behaviours, motivations, attitudes and preferred working styles—boosting self-awareness and supporting their growth. Facet5 is embedded throughout our training courses and workshops, and profiles are revisited during coaching sessions to support ongoing development.

Technical training commences

All development sessions in a particular way to indicate they are coaching sessions: these are

- > Communication Skills and Adaptability
- > Time Management
- > Assertiveness, Confidence and Accountability
- > Emotional Intelligence and Managing Conflict
- > Brand ‘You’
- > Peer Coaching

First induction week & Graduate Gateway

Meet with your Graduate buddy

Facet5 profiling

Graduate programme complete: Chartership preparation

Coaching sessions

- > 1 to 1 session focused on your individual development (every 4 months)

Graduate Application *Process*

Step 1: Online Application

You've chosen the role and you're ready to apply, great!

The first step is to upload your CV and complete our online application form. This is your opportunity to share the essentials; your qualifications, your experience, and most importantly, what excites you about the role.

Take your time. Make sure your CV and application reflect who you are and what you bring to the table. We want to hear your story, not just what you've done, but what drives and inspires you.

Once you've submitted your application, we'll review everything carefully. If we have any additional questions, we'll be in touch through a quick phone call.

Step 2: Online Interactive Assessment

For some of our roles, we may invite you to complete our online interactive assessment. It's designed to help us understand how you think, solve problems, and approach real-world scenarios.

The assessment includes a mix of questions — from how you'd respond in different situations, to your working preferences, as well as tasks that test your critical thinking and attention to detail.

It's not timed, but we recommend setting aside an hour and completing it in one go.

Step 3: Video Interview/Screening call

This step may vary depending on the role you apply for, but the principle remains the same – it's our way of showing we're genuinely interested and want to learn more about you

In this video assessment, you'll be guided through a series of questions, and you will be asked to record your responses to each question.

We recommend doing your research before you hit record. Make sure you understand who we are, what we do, and the role you've applied for. If professional services are new to you, there are plenty of resources to help you build your knowledge on our website— and we'll point you in the right direction.

Step 4: Interview

Now it's time to meet the team.

Depending on the team size, your interview may be one or two stages — usually starting virtually over teams, followed by an in-person meeting. This gives you a chance to experience more of the office and the team you'll be working in.

We may ask you to show your knowledge, understanding or experience of aspects of the role. You'll need to give detailed answers and specific examples demonstrating your skills and experience. We will also give you the chance to ask questions and get a real feel for the role.

Step 5: Offer

After your final interview, a member of our Early Careers team will be in touch to let you know the outcome. If you're successful, we'll outline your offer details and what to expect next.

Congratulate yourself.

Well done — you've made it.

You're about to begin an exciting journey, and this is just the start.

If you require any adjustments, to any stage of the recruitment process, please mention this in the allocated section on your initial application form. Someone will then be in touch to discuss or confirm the adjustments/accommodations as appropriate for you.

e: earlycareers@gateleyplc.com

Tips for applying to *Gateley*

We're forward thinking and straight talking — and we look for the same in our graduates. If you're applying for a graduate role at Gateley, here's some top tips:

Research

Before you apply, do your homework. We want to see that you understand what we do, how we work, and the role you're applying for. Apply for one role, one that's right for you.

Take your Time

None of our recruitment steps are timed, so take the time to read, listen and reflect. We're interested in thoughtful responses, not fast ones.

Make sure you understand what is required of you throughout the recruitment process and what is being asked of you, don't be afraid to ask anyone in the Early Careers team if you are unsure on any part.

Check it over!

Ensure you double, triple check your application before submitting to us, small mistakes could be the difference between getting through to the next stage and being informed you've been unsuccessful. Where possible get someone else to check it over.

Tailor your Application

Generic Applications and CVs don't cut it. Make it personal. Tell us why you're interested in this role with us and how your background - whether it's academic, professional or personal, has prepared you. Sell yourself, highlight relevant university modules, a project or something you've done outside of your studies that show your potential.

Make us aware of adjustments required

If there are any parts of the application process you feel you need reasonable adjustments for, please let one of the Early Careers team know as soon as possible so it gives you enough time to get your application in before the deadline.

Interview Preparation

This isn't just about us getting to know you — it's your chance to get to know us too. Do your research, come prepared with questions – It's usually the last thing you will say to interviewers before your interview ends, so be interesting and make yourself memorable.

Practise your interview technique - then practise some more. Get family and friends to help to prepare questions ahead of an interview.

You may wish to use the STAR technique to practice structuring your responses to more competency-based questions.

- › **Situation** - the situation you had to deal with
- › **Task** - the task you had to do
- › **Action** - the action you took
- › **Result** - what happened as a result and what you learned from the experience

Let AI support you – not speak for you

We know AI tools can be helpful when preparing for interviews, and we're not against using them to get started or structure your thoughts. But this is your opportunity to show us who you are – not what an AI tool thinks you should say.

We can often tell when AI has done more of the talking than you have. What we're really looking for is your authenticity personality, passion and potential. So let your voice come through.

Finally, Be Yourself!

We want to meet the real you. Your personality and perspective are what make you stand out — so let them shine.



Why *Gateley?*

Working for a listed business

Gateley started as a traditional LLP law firm, but since our listing on AIM in 2015 we've diversified into a professional services group. What does this mean for you and your career?

Having an equity stake in the business

Unlike a traditional LLP, Gateley offers all employees the opportunity to build share ownership throughout their careers, including a share save scheme and a new share incentive scheme which awards £50,000 worth of Gateley shares to those being promoted to Partner within Gateley.

Platform offering

Since listing, Gateley has acquired several complementary legal and professional services businesses as part of our diversification strategy. Our platform offering brings together specialist advisers delivering joined-up commercial solutions for our clients. Within the group, we have legal and business professionals working side by side to support the needs of our clients whether this is an employment lawyer working alongside a management consultant, a real estate lawyer working alongside a chartered surveyor, or a patent attorney working alongside the legal team on a due diligence exercise.

“

Having this strong culture around us helps us to continually drive our performance and has got us to where we are today.”

Rod Waldie, CEO



Be *supported*

At Gateley we have a culture of continuous learning, whether that's on-the-job, self-directed or formal training courses.

Our investment in your development begins on day one with our comprehensive onboarding programme and will continue throughout your Gateley career, supporting you every step of the way. Our career development programme is designed so that you have the knowledge, skills, tools and techniques you need to thrive in your role, feel engaged with your learning and maximise your potential to succeed. From virtual learning that you can access at any time to meet a training need, to tailored face-to-face development programmes, including one to one coaching that will support you on the run up to and past a promotion, we're committed to ensuring that we set you up for success.

ignite

Ignite brings together people at the early stages of their career to build their networks, skills and confidence.

influence

Influence is for colleagues at a more developed stage of their career and looks at how they can influence upwards as well as supporting colleagues at a more junior level.



I really enjoy doing outreach work with university students that are considering becoming solicitors, and I've really enjoyed attending careers fairs on behalf of Gateley and helping out during the summer vacation scheme placements this year. As part of my volunteering hours, which is one of Gateley's CSR initiatives, I've been able to join the "Ask Trainees" team which is a social media page aimed at those considering a career in law. The team works to make law more accessible by debunking some of the "myths" associated with legal careers and giving top tips for applications. Gateley's CSR initiative allows me to give back to the community in a unique way which is personal to my goals."

Chloe Skipp, Trainee Solicitor

Be *rewarded*

As a listed company, free from the usual constraints of a professional services partnership, our people are all a part of the business.

We therefore reward those who help our business to grow. This includes a bonus scheme as well as a share save scheme. The share save scheme gives everyone the opportunity to participate in the future success of the business. Employees also have access to a huge range of benefits including:

- Annual discretionary bonuses of up to 20% of base salary, dependent on your job family
- Health cover
- Competitive pension
- A minimum of 25 days' holiday plus bank holidays (for full time employees)
- Flexible holiday – buy 5 extra or carry 5 to the next calendar year
- Enhanced maternity and paternity leave
- An electric and plug-in hybrid car scheme
- Access to YuLife - life insurance, a 24/7 virtual GP, an Employee Assistance Programme and a wellbeing app

However, we recognise too that reward isn't just about money. This is why we've introduced enriching programmes and networks which ensure our people excel.

belong...

Creating an inclusive culture where everyone can bring their whole selves to work requires focus and energy. We do this through our five network groups which create a safe place for debate where people can share experiences, raise awareness, and celebrate our uniqueness.

It's not just us saying this. We are regularly recognised by external organisations for the culture and workplace that we have created. Take a look at our reviews on Glassdoor: 93% of reviewers would recommend us to a friend and we achieve a rating of 4.6. In 2022, Glassdoor also identified the top 25 UK companies for senior leadership, and we were proud that Gateley was recognised as the only legal and professional services business within this Glassdoor have also recognised the quality of our leadership.



ability 

Supporting employees with disabilities and raising awareness around neurodiversity

pride 

Recognising our LGBTQ+ community

unity 

Recognising and celebrating different cultures, religions and backgrounds

Responsible Business

Being a responsible business is important to Gateley, with a focus on the wellbeing of our people as well as being a force for good in society and within the communities in which we operate.

Each year, we publish an annual Responsible Business report which sets out new internal targets aligned to the UN SDG's to move the business forward and keep us aligned with our Responsible Business priorities that support our clients, people, communities and the environment.

Supporting our communities

Some of the ways we support our communities include:

Partnerships – One of our approaches to community support sees us forge strategic partnerships that tackle critical areas in society such as ED&I, education, environment and health.

Volunteering - Volunteering plays an important role for our people as they support good causes that are important to them. Since introducing our volunteering policy, which grants our people 15 hours annually, we've worked hard to embed this policy across our business.

Gateley Gives - We have Gateley Gives teams in all our offices to coordinate fundraising activities throughout the year. They are the driving force behind local initiatives that align to our Responsible Business ethos.

School outreach – We commit to ongoing collaboration with educational institutions which are multifaceted to support a range of students of various ages, locations and educational/social needs. We encourage our people to get involved with school outreach programmes such as mentoring, providing guidance to young people or hosting workshops.

The Purpose Pod – We have a Responsible Business Podcast called The Purpose Pod. Aligned to our purpose, it looks at how we delight our clients, inspire our people and support our communities. Each episode shares insight from the forward thinkers we engage with as a business as we look at how our social values bring us together to improve society.



Sustainability

At Gateley, we are committed to minimising our environmental impact and fostering sustainability throughout our operations.

We have pledged to achieve Net Zero by 2040 and are working towards this through the development of a Carbon Reduction Plan to ensure we stay on track with our sustainability goals.

Initiatives include;

- Working with a leading carbon accounting and sustainability solutions provider to ensure we align our efforts with industry best practice driven by our own data to support in our net zero journey.
- Relunched our website to be fully carbon neutral.
- Offset carbon emissions from all business travel.
- Our Birmingham, Manchester and London offices are on a 100% green energy tariff.
- Our Sustainability Champions act as local advocates and change-makers to foster a culture of environmental responsibility across the Group.
- Hotels that we hold a corporate rate with have been selected based on their clear commitment to environmental sustainability.
- All waste generated across our operations is either reused, recycled or recovered for energy.



Our focus remains on building a business that not only delivers excellent results for our clients and our people but also contributes positively to society. Our commitment to responsible business is not about reaching an endpoint but about embracing growth, development and continuous improvement.



Rod Waldie
chief executive officer



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