



# WORKING AT PARAGON LAW



WHAT IT'S LIKE TO WORK  
AT PARAGON LAW



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I enjoyed my week at Paragon Law due to the welcoming nature of the staff. They were on hold to lend me help which enabled me to settle down almost immediately.



# About us

Paragon Law was formed in 2003 with the firm belief that everyone deserves the right to immigrate to the UK safely.

To do this, we've hired and trained expert immigration lawyers over the last 20 years who have supported thousands of people and high-profile businesses navigate the immigration process.

## Why work with Paragon Law?

- **Experienced.** Our immigration solicitors and caseworkers are highly passionate about their work and are well-equipped to deal with a range of immigration enquiries and cases.
- **Specialist.** We focus entirely on immigration, our expert lawyers are dedicated to helping businesses and individuals across the globe migrate to the UK.
- **History.** With over two decades specialising in immigration law, we have a long history of successful cases and happy clients.
- **People.** Our people provide a supportive, empathetic, and efficient service. We're dedicated to helping everyone achieve their potential with Paragon Law, and we believe that it shouldn't cost the earth.

## Our values

- **Ingenuity.** Whilst we would never cut corners, we are always on the lookout for more effective methods to improve the service we deliver to clients.
- **Committed.** Matters of immigration shouldn't keep you up at night which is why we are committed to delivering a seamless and outstanding service to our clients.
- **Transparent.** We believe in making things straightforward which is why we outline your prospects of success and accompanying fees from the start.
- **Supportive.** We believe that company culture greatly affects performance which is why we stand behind and celebrate the work of Paragon People.
- **Inclusive.** We are proud to be as diverse as the clients in which we represent, our diverse background enables us to deliver a better service.

## A flexible employer

We are a hybrid workplace: individuals in eligible job roles are able to split their time between home and office-based working.

**Disclaimer:** hybrid working is not available for all job roles and certain departments require colleagues to attend the office for a set amount of days per week/month. Please refer to the job description or contact HRUK@paragonlaw.co.uk to see what hybrid working may look like for you.

## City centre location

While being a flexible employer, we also believe in the benefits of having an office space for our colleagues to work and collaborate with their colleagues in person. Our primary office is located in the heart of Nottingham with an abundance of great transport links to the surrounding areas.

## Tech-savvy

To support hybrid working, all colleagues are provided with a company laptop and when they are in the office, colleagues are given a dual monitor display. Colleagues also have access to brilliant tech support and our cloud-based system means that remote working is easier than ever!

## Rewards and benefits

- **Hybrid working.** We allow colleagues (in eligible job roles and departments) to split their time between office-based working and remote working. All colleagues will receive a company laptop and access to tech support to help them adjust to hybrid working.
- **City centre location.** For those colleagues who wish to come into the office, we are located in Hockley, Nottingham's bustling creative centre. Not only is Hockley located in the heart of Nottingham but it has great transport links with the surrounding areas.
- **Competitive annual leave allowance.** We give all colleagues at least 25 days annual leave allowance per year, with this number increasing every year (capped at 30 days).
- **Birthday leave policy.** In addition to your annual leave allowance, colleagues get an additional day of paid leave to celebrate their birthday.
- **Regular social events.** We have a social committee which works to create a diverse and inclusive range of social events for all our colleagues to enjoy. Previous events include a 'sports day', a pizza party, and a Nottingham-based bar crawl.
- **Staff benefits scheme.** All colleagues have access to 'Reward Hub', a benefits portal which gives colleagues access to a wellbeing centre, concierge service, an colleague assistance programme, as well as providing discounts at a whole host of organisations across a range of sectors (travel, groceries, technology etc.).
- **Healthcare plan.** All of our colleagues get access to a UK healthcare cash plan.
- **Ongoing training and development.** Colleagues alongside their supervisor will create a tailored training and development plan.

## Our departments

- **Business Immigration.** Responsible for advising individuals and businesses on issues relating to coming to the UK to work or set-up business. This also includes advising and training HR departments on issues relating to immigration.
- **Personal Immigration.** Assisting individuals and families with a range of immigration and visa applications to help them to settle, visit, or join family members in the UK
- **Asylum and Human Rights.** Responsible for helping individuals claim asylum in the UK. This also includes advising individuals subject to deportation and detention.
- **Operations.** We use this term to refer to the non-legal side of our work which is vital to our day-to-day operations. This covers administrative duties, compliance, HR, finance, marketing and business development.



## Our sustainability and community impact

- **Sustainability.** We may be an immigration law firm, but we are committed to protecting the environment. We are always looking for opportunities in which we can help preserve the environment and protect those within it, be that reducing our emissions or impacts.
- **Community Impact.** We not only strive to make a positive difference to our clients, but we are also driven to positively impact those around us. We seek to achieve this by establishing partnerships, creating opportunities for a wide range of people, and using our platform to raise money for a variety of causes.

## Diversity and Inclusion

We are committed to being an equal opportunities employer and are proud that our colleagues are as diverse as the clients in which we represent. As a firm which is dedicated to helping some of the most vulnerable members of society, it is fundamental that our clients and colleagues are treated equally regardless of their gender, age, disability, race, sexual orientation, religious beliefs, or marital status.

Our most recent diversity report showed how we exceed industry averages in most categories. In the legal industry, on average 49% of employees are women, 21% are from a BAME background and 3% are a member of the LGBTQ+ community. However, Paragon Law's statistics are far greater than industry standards with 75% of employees being women, just under 50% coming from a BAME background and 14% being a member of the LGBTQ+ community. At Paragon Law, the SLT reflects this diversity with 56% being women and 56% being from a BAME background. Through creating a welcoming and inclusive environment with plenty of room for progression regardless of one's identity it has meant that Paragon Law has many long-standing employees – with a quarter of the firm's employees having been at the firm for over 10 years.

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