



K&L GATES

DISCOVER.
DEVELOP.
THRIVE.

The K&L Gates Experience.

The experience of a lifetime begins here.

klgates.com/careers

HUMBLE ROOTS, HIGH ASPIRATIONS

K&L Gates is one of the largest firms in the world, but it did not start out that way. Over the course of the firm's strategic growth, we have remained mindful of what matters most—serving our clients and treating our people with respect, dignity and care. Here you will find a place where you can shine while being part of a team of highly respected professionals, where you will have access to the tools and resources to help you do your best work, where you will expand your horizons professionally and geographically, and where you will be inspired to make a positive difference for the common good.

While we steadfastly maintain the values of our humble roots, our aspirations to be a leading, global law firm are no less important. As our economic world becomes more closely connected, our size and footprint affords us the ability to provide the utmost value in counsel and representation to our clients.

EXPERIENCE K&L GATES

K&L Gates is a global community of entrepreneurs and self-starters. We are focused on innovation and collaboration, and are constantly striving for excellence in our client service and culture. We know that our firm is only as strong as the collective efforts of our people. By experiencing K&L Gates, you will thrive in a dynamic legal landscape where we invest in your career path and talent development. With a global presence and lawyers with top-tier skills in a multitude of practice areas, K&L Gates is truly a one-of-a-kind firm at which to grow your career.

Hands-on Experience

We have nine practice areas across the firm. As part of your clerkship you will complete rotations within at least one of the nine practice areas. In your graduate year, you will experience multiple practice areas across three rotations. You will be embedded into the practice areas and be involved in real legal work right from the start, giving you in-depth experience and real insight into life as a commercial lawyer at K&L Gates.

Formal Training Program

In conjunction with on-the-job experience, we provide formal training. On day one, you will receive an in-depth induction to the firm as well as training on relevant IT systems, followed by on-going training sessions over

the course of your clerkship and graduate program. These sessions have been designed to develop your legal knowledge and business skills, as well as to give you a broader insight into the various areas of law in which we practise.

Team Approach

We truly believe that working together is better. Your supervisor and buddy will help you settle in and you will work closely with the partners, special counsel, senior associates and lawyers in your team. You will be provided with opportunities to build strong relationships, both within your team and the wider firm network. We provide and encourage a collaborative environment in which you can develop and thrive.

Our Core Practice Areas



Asset Management and Investment Funds



Finance



Litigation and Dispute Resolution



Corporate



Intellectual Property



Policy and Regulatory



Energy, Infrastructure, and Resources



Labor, Employment, and Workplace Safety



Real Estate

OPPORTUNITIES



Clerkship Programs

As a law student in your penultimate year at university, a clerkship program is the ideal opportunity for you to experience firsthand what it is like to work as a lawyer in our firm. As a seasonal clerk you will be embedded into our practice areas and be involved in real legal work right from the start, giving you in-depth experience and providing real insight into life as a commercial lawyer at K&L Gates.

Not only will you get to experience what it is like to work in a global commercial law firm firsthand, you will have the chance to enjoy our down to earth culture we are known for. Clerks are encouraged to attend learning and development sessions, firm celebrations and other activities such as staff drinks and our regular pro-bono, community and charitable activities. There will also be opportunities to join in on some of the work our Diversity Committee does to create an inclusive, diverse and supportive working environment.

BRISBANE

- 4 week clerkship program
- 1 intake per year over the winter

MELBOURNE

- 4 week clerkship program
- 2 intakes per year; 1 summer and 1 winter

PERTH

- 3 week clerkship program
- 2 intakes per year over the summer

SYDNEY

- 10 week clerkship program
- 1 intake per year over the summer

Clerkship dates and duration are subject to change, so visit klgates.com/careers for details relevant to your location.

OUR IDEAL CANDIDATE

Graduate Program

Our graduate program is designed to give you the technical capability and commercial context to succeed.

The program runs for 12 months, in which time you will complete three practice group rotations. You will be exposed to a variety of areas of commercial law in all your rotations.

Throughout the year you are supported by a buddy, supervisor and mentor. Partners and senior lawyers will support and guide you through each rotation and ensure you get the necessary development. Your buddy—a junior lawyer—will help you transition into your new role.

Your professional development program runs weekly. It combines Practical Legal Training (delivered in-house by the College of Law), with sessions presented by partners, lawyers, external presenters and our professional development team.

You will have many opportunities to be involved in an array of firm events and activities to match your interests, whether they be social, sporting, business or community-focused.

K&L Gates is about more than practising law or making a living. It's about building something amazing—creating a legacy for you, the firm, our clients and the communities we serve.

We look to recruit well-rounded, talented people, to provide the opportunities and support for them to achieve their best. It sounds simple, and to us it is.

Our aim is to develop commercially orientated and entrepreneurial lawyers. Solid academic results are important but to be a future lawyer in our firm you need to demonstrate talent and skill in a variety of areas.

We are looking for smart, imaginative and hard-working people with diverse backgrounds, experiences and ideas to join us. Perhaps our search for talented visionaries and your search for important and impactful work lead to the same place.

THE APPLICATION PROCESS

The Application

Applications for our clerkship and graduate programs should be made online, via our website.

Applications should include a cover letter, CV and academic transcript. We will also ask you a few questions as part of our application process.

The Interview Process

You will experience a two stage interview process with us.

First Round Interview

Your first interview will be with one of our partners, special counsel or senior associates that are part of our recruitment team, as well as a member of our Human Resources team.

We accept clerkship and graduate applications in line with law society guidelines in the relevant state. Please visit klgates.com/careers for application dates by office location.

The first interview is our opportunity to get to know you and will expand on your application, your interest in K&L Gates and will be a chance for you to get to know us.

Second Round Interview

For Melbourne and Sydney applicants, the second interview is a group activity. You will work through a series of legal scenarios with a group of candidates and two members from our recruitment team.

The group interview is aimed at assessing your ability to demonstrate your analytical skills and to think critically and commercially as well as your teamwork skills (an essential skill for our lawyers!).

As part of our second interview, we also host an information session, giving you another opportunity to meet our people and get to know more about life at K&L Gates.

For Brisbane and Perth applicants, you will either have a group activity or have a second round interview with a partner and special counsel or senior associate. This will take a similar format to your first interview but is another opportunity for you to meet people in different teams and to get to know the firm—so be sure to ask the questions you really want the answers to.

Offers

Offers for a clerkship or graduate role will be made in accordance with the relevant state guidelines.

TIPS FOR SUCCESS



Application Tips

Your online application is your first opportunity to stand out. Take a look at the key attributes we look for in a clerk or graduate and tailor your application to showcase these.

If you don't have legal experience, don't make this a focus of your application. Instead, tell us how the experiences you have had would relate to a clerkship or graduate position at our firm. Remember, you gain and build on key skills through all aspects of your life, so be sure to include relevant work history, academic achievements and personal interests—these all make you!

Wondering how to demonstrate your commerciality? Remember, we are a commercial law firm, so tell us about your interests in commercial aspects of the world, such as in business or finance. Explain why you want to be a commercial lawyer and why are you interested in K&L Gates specifically. We understand you will be applying to other firms but make sure you tailor your application to show us why K&L Gates is the right place for you to start your legal career. Take a look at our website to find out who we are but don't just copy and paste from there—we know who we are, we want to know who YOU are.

Before you submit your application, read it again, then again. Then, ask someone else to read it! Accuracy and attention to detail are key skills for a lawyer and you need to demonstrate this in your application. So make sure you correct any typos—or references to other firms!



Interview Tips

First impressions really do count, so make sure you consider this when preparing for your interview. Double check the date, time and location of your interview and plan ahead—know where our offices are so you are on time. Not only is it a bad look to be late, you will feel far more relaxed and comfortable if you arrive in good time and are able to sit and gather your thoughts for a few minutes before your interview.

Know your CV and application form back to front. This forms the basis of our interview and we will ask you questions in relation to the information you submitted.

Most importantly be yourself. Be honest in your responses and don't be afraid to ask questions about us or the firm that are specific to what you are looking for in an employer.

K&L GATES AT A GLANCE

Globally Poised

K&L Gates is one of the largest law firms in the world with more than 40 offices located in key capital cities and world commercial and financial centres across five continents. Our broad platform offers clients local market knowledge and access to both national and international capabilities. With the combined talent, experience, and resources of nearly 1,800 lawyers, our global reach extends beyond our office locations to areas including Africa and India.

Truly Integrated

We may have many offices around the world, but we operate as one firm, united and without borders. Being a fully integrated firm, we seamlessly represent leading multinational corporations, growth and middle-market companies, capital market participants, and entrepreneurs in every major industry, as well as public sector entities, educational institutions, philanthropic organisations and individuals. Our robust set of multidisciplinary practice areas and services, combined with our collaborative culture, means our clients can confidently turn to us to guide them through nearly any legal issue with reliable service and a consistent experience.

Client Focused

In all we do, our objective is to provide nothing short of the utmost value to our clients by providing solutions to their legal and business needs. Our client-first approach is manifested firmwide—from matter management and pricing practices, to the technology and innovations we apply, to our deep industry and sector-specific knowledge across the key industries in which our clients operate—our clients' best interests are at the forefront of the decisions and investments we make.

Innovative

We strive to meet our clients at the critical cross-roads of their challenges and business needs to help them navigate the increasingly complex legal landscape. In today's data-heavy, fast-moving, and multi-jurisdictional environment, we understand the importance of being able to manage the growing volume of information at ever-increasing speeds. That's why we carefully invest in technology platforms, harness innovative techniques in processes and procedures, and create a culture of driving growth which enhances our efficiency and delivery of services, facilitates collaboration, and helps solve client problems.

**Named to
Australasian
Lawyer's 2020**

**INNOVATIVE
LAW FIRMS LIST**

Socially Responsible

On top of our commitment to our clients and the legal profession, we are dedicated to working together for the common good. This core value is more than just rhetoric. Corporate social responsibility is more than a management imperative at K&L Gates, it's woven into the DNA of our firm.

Diversity and Inclusion

We are committed to creating a diverse and inclusive working environment. Our firm wide Diversity and Inclusion Committee focuses on increasing the representation of women in leadership roles, increasing the representation of Asian Australian lawyers and raising LGBTQ awareness and inclusion in the workplace. We are proud members of the Diversity Council of Australia, Pride in Diversity, Asian Australian Lawyers Association and Victorian Women Lawyers.

**Named to Workplace Gender
Equality Agency's list of
2020 AUSTRALIAN
EMPLOYERS OF CHOICE FOR
GENDER EQUALITY**

**Pro Bono and Community
Outreach**

We actively encourage our lawyers to provide pro bono legal representation and to participate in other charitable, community, educational, and professional activities. Our annual Global Day of Service program helps to foster and strengthen connections across the firm's global platform and promote, recognise, and celebrate our commitment to community service around the world.

**IN 2019, OUR LAWYERS
DEVOTED MORE THAN
44,000 HOURS
TO PRO BONO CASES.**



Thought Leaders

Our lawyers are thought leaders not only in the legal industry, but also in the industries they serve. We immerse ourselves in burgeoning areas and technologies that are reshaping the world such as data privacy, social media, blockchain, and artificial intelligence. Legal insights, client alerts, blogs, podcasts, videos, and on-demand CLE are regularly updated and readily available on our website.

**Recognised by corporate counsel as
one of the few law firms strongest
in each of the elements clients see
as DRIVING LEGAL INNOVATION—
INCLUDING STRATEGY, CLIENT
SERVICE, AND NEW TECHNOLOGY—
in the BTI Legal Innovation and
Technology Outlook 2019 report.**

WHAT DOES THE K&L GATES EXPERIENCE MEAN FOR YOU?

It means you will experience an environment where you:

- » Are empowered to **DISCOVER** your career path on your terms.
- » Have access to exceptional tools and resources to help you **DEVELOP** your talents.
- » Can **THRIVE** and in a diverse and inclusive culture.

Our goal is to make working at K&L Gates the **experience of a lifetime**, if not for a lifetime.

Follow Us





K&L GATES

K&L Gates is a fully integrated global law firm with lawyers located across five continents. The firm represents leading multinational corporations, growth and middle-market companies, capital markets participants, and entrepreneurs in every major industry group, as well as public sector entities, educational institutions, philanthropic organizations and individuals. For more information about K&L Gates or its locations, practices and registrations, visit klgates.com.

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