
PROJECT ANALYST



If you would like to experience the life of a project analyst tackling high-quality, complex and international disputes in innovative ways, while working in a close-knit, inclusive environment, a position at Hausfeld may be what you are looking for. Hausfeld is an Equal Opportunities Employer and is committed to recruiting and retaining the best talent.

About Hausfeld

Hausfeld is a global disputes-only law firm with offices across the USA, UK and Europe. Our London team litigates complex commercial and competition cases on behalf of clients from all over the world. In addition, we have a thriving environmental and human rights practice taking on instructions from NGOs and individuals seeking redress in English and international courts. Hausfeld is an early adopter of litigation funding and alternative engagement structures, and offers significant experience of all aspects of collective redress.

The firm pioneered the private enforcement of competition actions in Europe often against large defendants like banks, large corporates and big tech – often shaping the legal landscape. In addition, Hausfeld has a strong commercial disputes team which has been recognised by both Chambers and Legal 500 for its commercial, banking and international arbitration practices.

Much of our work involves acting for claimants and we represent businesses, public entities, institutional investors, shareholders, and individuals. Our clients include leading European and global brands in the automotive, retail and tech sector. We can work alongside our associate practices in the United States, Germany and the Netherlands. This cross-border capability further deepens our practice and has enabled us to reach precedent-setting global settlements. We offer significant experience of all aspects of collective redress, acting both for groups of businesses and consumers, and are at the forefront of bringing a growing number of collective claims in the UK.

Offering individuals and business access to justice is at the cornerstone of what we do. Our ability to offer flexible fee and funding structures allows claimants to bring proceedings with reduced or no financial risk. Having been one of the early adopters of third-party litigation funding, we have strong relationships with leading funders worldwide. Our commitment to access to justice means we also run an active pro-bono practice.

Role – Project Analyst

Your role will be to assist the team with managing and analysing data in the context of mass claims being brought before national courts across Europe. Experience at law firms is helpful but not necessarily a prerequisite.

As a claimant-focused litigation boutique, our teams are lean and often involved in complex disputes against well-resourced defendants. As a result, you will be encouraged and, indeed, required to take on responsibility from the outset – with appropriate supervision.

Applicants should be keen to take on a degree of autonomy and responsibility, for example in terms of client-related data work. You should have experience of, or feel comfortable with, grasping and employing new and innovative concepts as this is relevant to several aspects of our practice, such as extensive data management, group litigation and third-party funding.

Responsibilities:

- Project/Data management
- Supervising data collections;
- Organising a number of data submissions;
- Supervising interns and paralegals during demanding periods;
- Taking responsibility for cleaning, improving, and maintaining our database;
- Deploying new software/platforms/claim management tools;
- Managing relationships with external providers managing a website/database;
- Analysing large datasets with Microsoft Excel (i.e. pivot tables, lookups, advanced formulas) (proficiency in Python or SQL would be highly valued and useful for the job) ;
- Analysing data to present internally and externally;
- Regularly communicating progress, insights, and recommendations to the associate/partner would be a key responsibility of the role.

Essential attributes:

Candidates will have:

- Experience in managing clients and their data.
- Advanced excel and data management skills.
- Excellent attention to detail
- Demonstrated project management skills.

Beneficial attributes:

- Fluent French language skills.
- Legal knowledge.
- Strong academics.

TO APPLY, please send an email with your CV to recruitment-london@hausfeld.com.