



Role Profile

Vacancy Summary			
Job title:	Deputy General Counsel	Job reference:	HUM1110- 547
Reporting to:	General Counsel	Team:	Risk Management
Closing Date:	21 September 2025	Interviews w/c	29/09/2025 (indicative)
Salary Range:	£82,000 – £92,000	Contract Type:	Permanent

About the Role
<p>Job summary</p> <p>We are seeking a highly capable and motivated Deputy General Counsel to join our friendly and high-performing Legal Team at the UK Debt Management Office (DMO). The DMO is an executive agency of HM Treasury and represents a unique interface between the UK government and the financial markets sector, combining the highest market standards with a public sector ethos and values. This role will report to the General Counsel.</p> <p>This is a senior role in the DMO's Legal Team and the jobholder will be expected to play an active role in the strategic and operational leadership of the legal function, working with the General Counsel, the other Deputy General Counsel and other team members. The jobholder will be expected to supervise the work of more junior members of the team and may also have formal management responsibilities for certain team members from time to time.</p> <p>About the team</p> <p>The Legal Team forms part of the wider Risk Management Team, which also has responsibility for operational risk and control, compliance, credit and market risk. Many of the DMO's activities require close co-operation between different elements of the Risk Management Team and a supportive collegiate approach is adopted by all team members. The jobholder will be expected to work positively with other Risk Management Team members to avoid a silo approach to the team's various responsibilities. The overall Risk Management Team currently comprises eighteen members of which seven are within the Legal Team.</p> <p>Key responsibilities and main tasks and activities:</p> <ul style="list-style-type: none">Working with the General Counsel, the other Deputy General Counsel and other team members to provide strategic and operational legal advice to the DMO across a range of legal practice areas including debt capital markets, money markets, derivatives, financial markets regulations, lending, fund management, commercial contracts, property, intellectual property, employment, disputes and public law matters. Issues of foreign law, public international law matters and legislative drafting also periodically arise.Helping to lead the Legal Team, supervising the work of more junior members of the team and helping to develop their skills and capabilities. The jobholder may also have formal management responsibilities from time to time.Advising on the DMO/HMT and CRND's activities, including debt management, cash management, fund management and lending activities, as well as on strategic and innovative projects.

- Advising on, documenting and negotiating the DMO's debt issuance programme (including gilt auctions, tenders and syndications), trading agreements (including GMRA and, occasionally, ISDA) and arrangements for registrar services, paying agency services, settlement services, retail and wholesale brokerage services, central counterparty services, other financial market infrastructure providers and other service providers.
- Monitoring legal and regulatory developments, changes in best practice and other market shifts to identify potential areas of relevance or impact for the DMO and help position the DMO to stay ahead in a dynamic environment.
- Advising on public law matters including the legislative basis of DMO, PWLB and CRND activities.
- Providing legal support and advice in relation to any other matters as they may arise (e.g., commercial agreements with suppliers, regulatory matters, disputes, premises).
- Contributing to the further development of the Legal Team's activities, knowhow and documentation, including tech solutions.
- Assisting in the procurement, instruction and management of external legal advisers.

This list is not exhaustive; the role will require involvement in other non-core responsibilities necessary for the Risk Management Team to provide robust support to the organisation across its range of activities according to business need.

Essential Skills -

- **Technical:** A lawyer qualified to practise law in England & Wales as a solicitor or barrister, although candidates with other legal qualifications in the UK or other jurisdictions may be considered.
- **Technical:** Expertise in at least one relevant area of law (e.g. debt capital markets, derivatives, public law and/or commercial law) and ability to develop expertise in new technical areas quickly and seamlessly.
- **Experience:** Significant experience gained in a law firm or in-house at a financial institution, public body or other private company.
- **Technical:** Excellent legal skills and problem-solving acumen, with a proven ability to advise clients on complex legal matters strategically and creatively, ensuring legal services uphold the highest professional standards and contribute to strategic outcomes.
- **Behaviour (Making effective decisions):** Excellent judgement and legal risk awareness, including an ability to deliver outcome-focused advice that takes account of the wider context and is calibrated to the organisation's risk appetite.
- **Behaviour (Leadership):** Displays passion and enthusiasm for the work, helping to inspire colleagues and stakeholders to fully engage with the aims and long-term vision.
- **Behaviour (Working together):** Strong levels of ethical behaviour and self-awareness, with a willingness to accept and learn from feedback and proactively identify areas for personal development.
- **Behaviour (Communicating & Influencing):** Excellent verbal and written communication skills, with a proven ability to communicate complex and technical information and ideas with conviction and clarity.
- **Behaviour (Working together):** Ability to influence colleagues, stakeholders and customers successfully and to act as a trusted adviser for senior executives and officials, securing mutually beneficial outcomes.
- **Behaviour (Managing a Quality Service):** 'Can-do' individual who is self-motivated and able to prioritise, plan and deliver a high-quality service under pressure, identifying resource requirements, ensuring risks are monitored and managed and improving the service to reach professional excellence.

Desirable skills -

- **Technical:** Sound understanding of distributed ledger technology bonds, other innovative transactions or the use of tech solutions would also be desirable but is not a prerequisite.
- **Experience:** Experience in people management and/or mentoring and coaching would be desirable but is not essential.

While we look for expertise in at least one area of law relevant to our work, we are looking for lawyers who are willing to learn new areas and are keen to enhance their skills. We also welcome applications from lawyers who are returning to work after taking a career break.

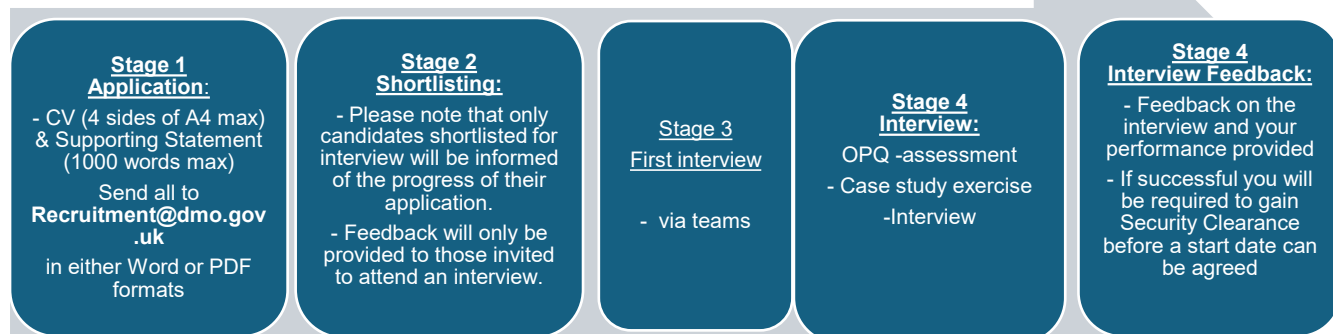
Sift Criteria

For this vacancy, we will use the Civil Service Success Profiles to assess your written application against the following Behaviours, Experience and Technical Skills –

- **Technical:** A lawyer qualified to practise law in England & Wales as a solicitor or barrister, although candidates with other legal qualifications in the UK or other jurisdictions may be considered. **(Lead Criterion)**
- **Technical:** Expertise in at least one relevant area of law (e.g. debt capital markets, derivatives, public law and/or commercial law) and ability to develop expertise in new technical areas quickly and seamlessly. **(Lead Criterion)**
- **Experience:** Significant experience gained in a law firm or in-house at a financial institution, public body or other private company.
- **Behaviour (Communicating & Influencing):** Excellent verbal and written communication skills, with a proven ability to communicate complex and technical information and ideas with conviction and clarity. **(Lead Criterion)**
- **Behaviour (Managing a Quality Service):** 'Can-do' individual who is self-motivated and able to prioritise, plan and deliver a high-quality service under pressure, identifying resource requirements, ensuring risks are monitored and managed and improving the service to reach professional excellence.

Candidates – Please ensure your supporting statement and CV clearly demonstrate how you meet the Essential skills and selection criteria. The supporting statement and CV will be assessed

Candidates – Please note a sift based on the lead criteria may be conducted in the event of a large number of applications being received. Candidates who pass the initial sift may be progressed to a full sift or progressed straight to interview.



Supporting statement and CV

It is essential when submitting your supporting statement that you provide as much detail as possible, and utilise the full word count given, explaining your motivation for the role and providing evidence and examples of proven experience which demonstrate capability and potential against the essential criteria outlined above, as this will be used in conjunction with your CV to assess candidate suitability to move to the next stage of the recruitment process. Incomplete applications will not be reviewed.

AI

Artificial Intelligence can be a useful tool to support your application, however, all examples and statements provided must be truthful, factually accurate and taken directly from your own experience. Where plagiarism has been identified (presenting the ideas and experiences of others, or generated by artificial intelligence, as your own) applications may be withdrawn and internal candidates may be subject to disciplinary action. Please see our [candidate guidance](#) for more information on appropriate and inappropriate use.

Interview

At interview, we will use the [Civil Service Success profiles](#) framework to assess you against your Experience, , Technical Skills and the following Behaviours:

- **Behaviour (Leadership):**
- **Behaviour (Communicating & Influencing)**
- **Behaviour (Managing a Quality Service).**
- **Behaviour (Making effective decisions)**
- **Behaviour (Working together)**
- **Behaviour (Delivering at pace)**

There will be a **two**-stage interview process for this vacancy.

Stage 1: Candidates who are successful in shortlisting will be asked to attend an interview via Microsoft Teams.

Stage 2: Candidates who are successful in Stage 1 interview will be invited to Stage 2 interview, this will include Occupational Personality Questionnaire (OPQ) , for which you will be given prior notice and an in-person interview which will include a short case study for which no advance preparation is required.

Please visit the following pages to find out more:

- [UK DMO Careers](#)
- [Career FAQ Page](#)

If you need any reasonable adjustments to take part in the selection process, please tell us about this in your application form. If you would like to speak to the DMO recruitment team regarding this, you can contact them via email at Recruitment@dmo.gov.uk. A reserve list may be held for up to 12 months from which further appointments may be made for the same or similar roles.

Timetable

Applications close on 21 September at 23:55

Sifting. w/c 22 September 2025

First interviews w/c.29th September 2025

Second interviews w/c 13 October 2025.

These dates are indicative and may be subject to change.

Please note: feedback will only be provided if you attend an interview or assessment.

Working arrangements

Hours of work/Hybrid working

The working hours of this post are 36 hours per week excluding lunch breaks. This post is available on a full-time basis although part time/job share/flexible working hours may be considered.

We are an operational business and delivery of our Remit is a priority. We are a London based organisation and our contracts reflect that our place of work is our London office.

UKDMO is a flexible employer. We work in small teams and individuals have a say in how they do their work. Where employees have health or caring responsibilities, we are empathetic to different situations.

We work a hybrid pattern. From 1st April 2024 our expectation is for employees to work remotely for 40% of their time and 60% of their time in the office. This is in line with the rest of the Civil Service and much of the private sector. We measure this over a rolling month so that individuals can plan their time, in agreement with their line manager, and in order to meet business need.

In agreeing how we work, UKDMO has to balance the need to meet all business objectives, including working collaboratively, with our understanding of individual circumstances.

Eligibility Statement

Individuals appointed to the DMO will be subject to National Security Vetting. To allow for meaningful checks to be carried out applicants will normally need to have lived in the UK for at least 3 out of the past 5 years. A lack of UK residency in itself is not always a bar to security clearance, but the Department will need to consider eligibility on a case by case basis using all information that can be obtained following a successful application.

Data Protection

The DMO will keep your personal details and other information relating to your application for a maximum of two years following the close of the campaign, for audit purposes only after which time it will be securely destroyed. All data is held securely and takes account of our obligations under the General Data Protection Regulation (GDPR).

Civil Service Commission

The DMO's recruitment processes are underpinned by the recruitment principles of the Civil Service Commissioner, which outline that selection for appointment is made on merit on the basis of fair and open competition. <https://civilservicecommission.independent.gov.uk/recruitment/recruitment-principles/>

