



WANTED

If you're this good, we have a mission for you.

WANTED: Experienced Litigation Paralegal for Buckhead Wrongful Death/Medical Malpractice/Personal Injury Firm

Are you looking for a new job that would be a better fit?

Our firm is an AV-rated firm and Super Lawyers practice. Candidate must have excellent organizational skills, attention to detail, and possess the ability to multi-task. Strong writing and communication skills are a must.

If you are looking for an opportunity where you are not just pushing paper and can make a difference, send an e-mail telling us a little about yourself along with a resume. All replies will be kept confidential so if you are looking to make a switch from your current firm, do not worry.

Minimum requirements:

- Bachelor's degree
- Prior Paralegal experience in complex litigation cases (not solely pre-litigation) such as medical malpractice, wrongful death, serious injury, premises liability, product liability
- Paralegal certification is a plus, but not mandatory
- You must be a people person - job includes substantial client contact via meetings, phone calls and email
- Experience drafting pleadings, including discovery and discovery responses
- Experience scheduling depositions, travel and trial arrangements
- Experience obtaining records, performing factual research
- Trial experience including putting together trial notebooks, exhibits, etc.

Compensation:

- Salary plus performance bonuses
- Benefits include health insurance, Sep IRA, parking

Please submit resume to: submit@waynegrant.com