

Temporary Legal Assistant

Real Estate Law

We are looking for a top-notch legal assistant with real estate experience for our Boulder office, to cover a maternity leave to begin no later than mid-September thru the end of 2017. This position supports a primarily commercial practice of three busy real estate attorneys. Solid Word skills including red lining as well as strong proof reading skills required. ProLaw and Netdocs experience helpful. Salary negotiable.

Send cover letter and resumé to:

Cathy A. Thorne
Director of Administration
Berg Hill Greenleaf Ruscitti LLP
1712 Pearl Street Boulder, CO 80302
cat@bhgrlaw.com

Berg Hill Greenleaf Ruscitti LLP is an equal opportunity employer that values diversity as a part of our firm culture.