Paralegal/Administrative Assistant

The Law Offices of Houlihan, Kraft & Cardinal are seeking a paralegal/administrative assistant to work in a small general practice law firm. You will be exposed to several different interesting areas of the law. Experience not necessary as we will teach you the tools you will need to assist in the various practice areas. Basic computer knowledge, typing and legal research skills are required.

Please email your resume to: leclerc@lawyerbrookline.com