

MERRITT & MERRITT – VT

Corporate Paralegal

Merritt & Merritt seeks an experienced & intelligent individual to fill full-time paralegal position. Tasks include organization of bus. entities, maintaining corp. records, related filings, patent, trademark & copyright filings/calendaring, and generally assisting the Firm's lawyers with their transactions. Candidates for this position preferably have a 4-year degree & prior work experience. Successful candidates must have a strong work ethic, be well organized, detail oriented, and possess excellent oral/written communication skills. Prior paralegal experience is a plus but not required. Candidates must be proficient with Microsoft products.

Please send resume & references to
ldissinger@merritt-merritt.com.