

Help Wanted

Law firm in McHenry specializing in the areas of Family Law and Personal Injury, looking for someone to join our staff for 20-25 hours a week starting at \$10.00 an hour. Quick, accurate typing, a solid working knowledge of Microsoft Word and Windows, as well as excellent interpersonal skills are essential. Duties will include answering phones, filing, managing our reception area and running court related errands. Some legal knowledge is a plus, but not a requirement.

If interested, please submit a letter of interest along with resume to Jhay432@gmail.com