WH | BURKLEY LLP
ATTORNEYS AT LAW

LITIGATION / JUNIOR LEVEL ATTORNEY

Summary

WH Burkley is seeking a junior-level associate to join our Litigation Practice Group based in our Cleveland office. The ideal candidate will have 2+ plus years of experience in civil litigation. Experience as a judicial clerk may be applied to this requirement. The candidate should be admitted to the Ohio bar and be in good standing. Additional admissions in Pennsylvania and/or West Virginia are preferred.

This is an opportunity to represent clients in a national litigation practice and participate immediately in sophisticated matters. Our teams are structured to allow associates to assume more responsibility and receive a high level of partner and client contact.

Qualifications

- 2+ years of law firm experience in litigation matters
- Strong drafting, research, and analytical skills
- Ability to manage multiple matters in a high-volume practice
- Strong work ethic and commitment to proactive problem solving for clients
- Strong attention to detail
- Excellent academic and communication skills

Responsibilities

- Conduct thorough legal research and prepare legal memoranda
- Draft pleadings, discovery requests and responses, motions and briefs
- Be prepared to take and defend depositions, argue motions and provide support at mediations, arbitrations and trials
- Have comfort with exposure to clients and have significant client interaction
- May manage and have "first chair" responsibility on multiple cases if and as needed
- This group is consistently busy and highly collaborative, providing associates and partners with the opportunity to build robust client relationships while advancing their litigation skillset
- Direct exposure to partners and clients

Benefits

- Annual reviews with potential for significant salary growth
- Annual performance bonuses based on organizational and individual results
- Eligibility to participate in the Firm's health, vision, and dental coverage, 401(k) and profit-sharing plan, health savings and flexible spending accounts, pursuant to plan terms
- Eligibility for Firm-paid benefits such as short-term and long-term disability, and group term life insurance, subject to applicable waiting periods
- Firm paid holidays and discretionary paid time off (PTO)
- Payment of membership fees to key associations including CLE credits as approved

Salary: Annual
Position: Full-time
Location: Cleveland, OH

Apply: Please send resume and cover letter to Carla Kissner | Human Resources Manager | ckissner@whburkley.com