

*OVERVIEW: Tisdell Law Firm is seeking a dynamic, self-starting individual with vision, initiative, and a demonstrated commitment to serve as an attorney in our law firm.

*REPORTING RELATIONSHIP: Reports to the Supervising Attorney.

*DUTIES AND RESPONSIBILITIES: The principal duties of the attorney will be to manage a Criminal law caseload and to provide direct supervision to a paralegal. Other responsibilities include:

- Monitors open cases for activity
- Reviews open cases for proper record keeping and file maintenance.
- Pre-trial Discovery.
- Conducts hearings, trials before the court and jury trials.
- Conducts regular reviews of open cases.
- Provides co-counseling assistance to other attorneys.
- Establishes and maintains positive relationships with clients, other attorneys, court employees and judicial officers.
- Other duties which may from time-to-time be assigned by the Supervising Attorney.

QUALIFICATIONS:

- Licensed to practice law in Texas or Texas law school graduate working to obtain Texas law license.
- Entry Level- No experience required, standard office and court room environment.
- Excellent verbal and written communication skills and interpersonal skills.
- The ability to think and plan strategically.
- Ability to have a flexible work schedule.
- Capable of handling a busy, diverse docket with supervision.
- Possess a strong work ethic and a sense of accountability.
- Occasional travel may be required.
- Excellent attendance record.
- *SALARY: Based on applicant's years of relevant experience.

Job Type: Full-time

Email resume to info@tisdelllaw.com